

**ANKUSH SHIKSHAN SANSTHA'S**

**G H Raisoni College of Engineering, Nagpur**

(AN AUTONOMOUS INSTITUTE AFFILIATED TO R.T.M. NAGPUR University)



# **Rules and Regulations**

**2016-17**

**Choice Based Credit System (CBCS)**

**For Undergraduate Programs**

**Degree of Bachelor of Engineering**

**Ver 1.01**

# **G. H. RAISONI COLLEGE OF ENGINEERING, NAGPUR**

## **Academic Rules and Regulations** Governing **B.E., M.Tech. / M.E., MBA, MCA, MTM & PhD** Programs

All the academic programs of the institute are governed by the rules and regulations approved by Academic council of G.H. Raison College of Engineering, Nagpur. These rules and regulations are applicable to all the students to this institute from academic session 2016-2017 onwards as per the decision in Academic Council meeting dated 25<sup>th</sup> August 2016.

### **Preamble**

G.H. Raison College of Engineering Nagpur, established in 1996, is one of the Premier & Esteemed Institute in Maharashtra & Central India which has made its mark on global scenario. The Institute got Autonomy under UGC Act 1956. It is the third private institute in Maharashtra to get this coveted status. Following are some of the achievements and salient points of the Institute:

- The Institute is Accredited by NAAC with "A" grade..
- The Institute is running 07 Undergraduate programs & 14 Post graduate programs in Engineering in the fields of specialization and which are innovative and of very high academic standards. In addition, the Institute is also having MBA, MCA programs and one 5½ yrs integrated course Master of Technology Management (MTM)
- The institute is having an Approved Research Center for Ph.D for 10 disciplines.
- The total intake of students is 1572 per year for 23 courses.
- All the eligible programs are accredited by NBA. Some of the courses are reaccredited. 04 PG programs are also accredited.
- The Institute is having Centre for Distance Education in association with IIT, Powai wherein Live Webcast Courses/Live EDUSAT courses/ NPTEL pre recorded Lecture courses are available.
- The Institute has been selected for a prestigious QEEE: Quality Enhancement in Engineering Education project run by MHRD in collaboration with IIT Madras to enhance the quality of Indian Engineering education and bridge the quantity-quality gap.
- This College is among the few institutions who are the proud recipient of World Bank Financial Assistance of under Technical Education Quality Improvement Programme (TEQIP). In TEQIP-I institute got highest performance score of 9.7. Under subcomponent 1.2 of TEQIP-II institute got Rs. 5.0 Crores for Post Graduate & Research Promotion.
- The Institute has an impressive infrastructure and is one of the best in the region. The academic environment is conducive for carrying out quality education practices for advancements and dissemination of knowledge.
- The students and faculty members have gained recognition at National & International level to come out with flying colors.

- There are 4550 plus publications by faculty members at International and National level conferences and around 100 plus publications in refereed Journals.
- There are 103 patents by faculty & students.
- Faculty members have many books publications on their account.
- Many of the faculty members have worked as Reviewers, Session chairs, Technical Committee members at worldwide conferences/journals. The institute is rarest to have such a kind of intellectual capital.
- The institute has received 35 grants like MODROBs/RPS and IEDC (Entrepreneurship Development) from reputed agencies like AICTE, DST etc. It has also received 16 grants for SDP/STTPs and 08 travel grants.
- It has organized many International/National level Workshops, Seminars & Symposiums including 09 International and 34 National level quality conferences.
- The institute is having very fine ranking
  - Top 10 Best Industry Linked Institutes by AICTE-CII Survey report of 2013.
  - Highly Ranked by by Business Today MDRA Survey
  - 35<sup>th</sup> Position as Best performing Institute by Silicon India
  - Recognition as one of the best performing Institute by India Today
  - Recognition as one of the best performing Institute by Dalal Street Magazine.
  - Ranked at 6<sup>th</sup> position in patent filing as per annual report of Indian patent office for 2013-14.
- The institute is having very fine student's placement record.
- Scholarships offered to Backward Class Community (SC/ST/NT/OBC/EBC/MINORITY) admitted through CAP and 50% waiver in tuition fee for ward of teaching & nonteaching staff of Institute.
- It has on its count many MoU and collaborations with International/National level reputed Universities and Organizations.
- The Institute has student chapters/branches of major Professional societies like IEEE, CSI, ASME, SAE, ASCE, IETE, SMC, ISTE, ICI, IE(I), EWB, ACM etc. It has spent around 2 Lacs per year for the membership of students and faculty members.
- The Institute has sponsored around 55 faculty members to visit abroad for attending International Conferences/ extending collaborative research at various renowned Universities.
- The Institute routinely organizes the guest lectures and expert lectures by eminent and veteran personalities from Technical Education and Industries.
- The organization of International Conferences, training programmes, CEP courses, seminars, workshops have resulted in strong networking of institutions.
- Teaching Scheme (Syllabi) of various program are design as per the guideline of National Knowledge Commission (NKC) of March 2008.

No wonder, with all these achievements, GHRCE is the premier Institute in Maharashtra and Central India.

### **Rationale for Introduction of CBCS**

- The University Grants Commission, New Delhi in its 12<sup>th</sup> plan guidelines directed the Universities in the country to implement the Choice Based Credit System (CBCS Scheme) in both the under-graduate and post-graduate programs.
- As per decision in the meeting of Government of Maharashtra, it was decided to start the scheme in the state.
- To set Benchmark in the university and fulfill expectations of stakeholders

### **Advantages of the CBCS**

1. Shift in focus from teacher-centric to learner-centric education
2. Respects 'Learner Autonomy'. Allows learners to choose according to their own learning needs, interests and aptitudes.
3. Affords more flexibility to the learners allowing them to choose inter-disciplinary courses, change majors, programs, etc.
4. Makes education more broad-based. One can take credits by combining unique combinations.
5. Facilitates Learner Mobility. Offers the opportunity to study at different times and in different places. Credits earned at one institution can be transferred to another.
6. Helps self-paced learning with more flexibility. Learners may undertake as many as max 30 credits per term including backlog if any which must be considered on top priority while counting credits
7. Moving from a fixed time table to a slot based timetable. Under this, a student will be able to choose the time he/she wants to attend a theory class/ lab.
8. A student can exercise the option to decide his/her own pace of learning- slow, normal or accelerated plan and sequence his/her choice of paper, learn to face challenges through term work/project work/ and may venture out to acquire extra knowledge/proficiency through add-on facilities.

## Vision

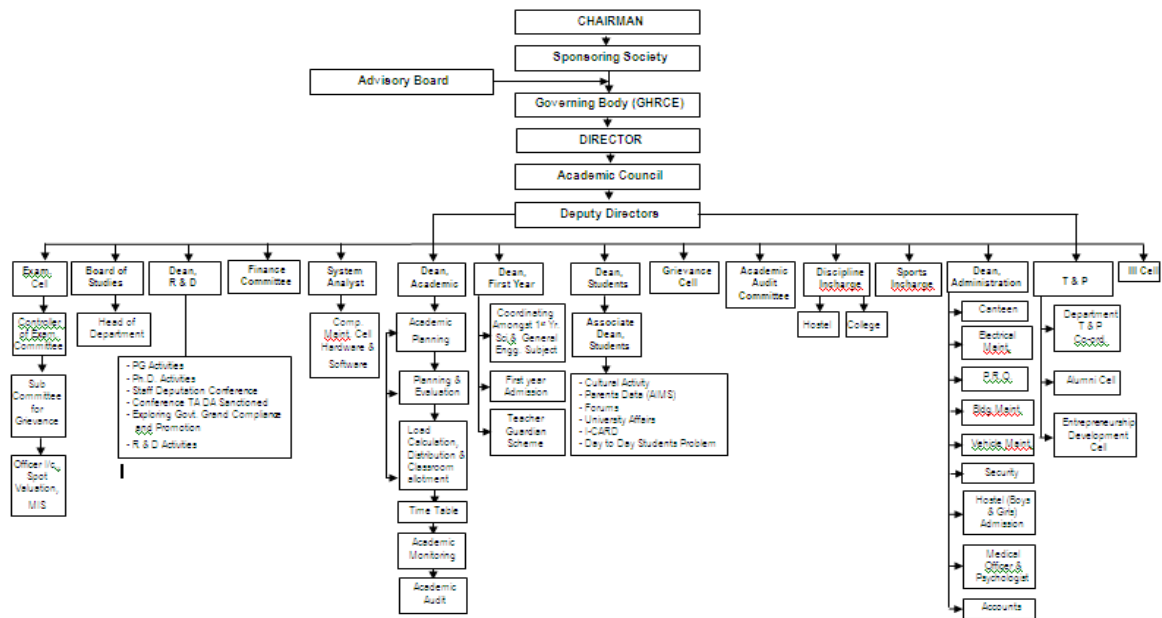
To achieve excellent standards of quality education by keeping pace with rapidly changing technologies and to create technical manpower of global standards with capabilities of accepting new challenges.

## Mission

Our efforts are dedicated to impart quality and value based education to raise satisfaction level of all stake-holders. Our strength is directed to create competent professionals. Our endeavor is to provide all possible support to promote research & development

## Structure of Governance

The administrative set up and pattern of governance of the College is to focus at formulating innovative practices in order to achieve academic excellence. There is an active participation of over 100% of the faculties in all Administrative and other bodies of the College. Thus, College is practically run and maintained by its teachers. As a result there is a transparent functioning of the College. The College has presently following Administrative Structure.



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## 1.1 Abbreviations

1	“AICTE”	means All India Council for Technical Education.
2	“AC”	means Academic Council
3	“BE”	means Bachelor of Engineering as undergraduate degree awarded from university
4	“BoG”	means Board of Governance of the Institute.
5	“BoS”	means Board of Studies
6	“CGPA”	means Cumulative Grade Point Average
7	“CoE”	means Controller of Examinations
8	“CAE”	means Class Assessment Examination
9	“CBCS”	Choice Based Credit System
10	“CTS”	means Credit Transfer Scheme
11	“DSY”	Direct Second Year
12	“DTE”	means Directorate of Technical Education, Government of Maharashtra
13	“Dean AC”	means Dean (Academic)
14	“Dean SAC”	means Dean (Student & Counseling)
15	“Dean R&D”	means Dean (Research & Development)
16	“ESE”	means End Semester Examination
17	“ETE”	means End Term Examination
18	“ES”	means Examination Scheme
19	“GHRCE”	means G.H. Raisoni College of Engineering, Nagpur
20	“GATE”	means Graduate Aptitude Test in Engineering
21	“HOD”	Head Of Department
22	“JEE ”	Joint Entrance Examination
23	“M.E.”	means Master of Engineering Program
24	“M.Tech.”	means Master of Technology Program
25	“PG”	Program means Post Graduate Program
26	“RTMNU “ or “University”	means Rashtrasant Tukadoji Maharaj Nagpur University
27	“RPC”	Research Progress Committee
28	“RRC”	Research Review Committee
29	“SGPA”	means Semester Grade Point Average
30	“State Government”	means Government of Maharashtra
31	“TAE”	means Teachers Assessment Evaluation
32	“TS”	Teaching Scheme
33	“UG”	Program means Undergraduate degree awarded by university
34	“UGC”	means University Grants Commission

## 1.2 Definitions:

1	Academic Autonomy	means freedom in all aspects of conducting academic programs, granted by University for academic excellence.
2	Academic Year	Two consecutive (one odd + one even) Terms constitute one academic year.
3	Anti-Requisite Course	Two or more courses not to register during degree.
4	Arrear Course	A course, not detained but not registered for exam i.e. course work/term completed but not registered for exam
5	Autonomous Institution / College	means an institution/college designated as autonomous by UGC under UGC Act 1956 & affiliated to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
6	Backlog Course	Appeared for a course exam and not cleared (Passed) a course
7	Branch	Specialization or discipline of B.E. Degree Programme, like Civil Engineering, Mechanical Engineering, etc.
8	CGPA	It is a measure of overall cumulative performance of a student till that Terms.
9	Co-Requisite Course	Two or more courses have to register simultaneously (same term).
10	Course	Usually referred to, as 'papers' is a component of a programme. All courses need not carry the same weightage. The courses should define learning objectives and learning outcomes. A course may be designed to comprise lectures/tutorials/laboratory work/ field work/ outreach activities/project work/ vocational training/viva/ seminars/ term papers/assignments/ presentations/ self-study etc. or a combination of some of these.
11	Course Registration	Choice for selection of a course in the academic term
12	Credit	A unit by which the course work is measured. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week per term.
13	CTS	Students of the institute can go at CoEP Pune / VJTI Mumbai / IIT Gandhinagar / Industry for a term to acquire certain credit which can be transferred to this Institute.
14	Detained course	The student registers for the course in a Term but does not complete 100 % term work or having poor attendance in register course and not allowed for a exam
15	Dropped course	The student registers for the course in a Term & he/she will drop a course from a specific term within 2 weeks of start of the term, if a student feels that the registered course is difficult.
16	Dropping Term	Not registering a single course for the term, though eligible
17	Exam Registration	Giving willingness to appear for the exam
18	Faculty Advisor	Faculty advisor shall advice and counsel the students about the details of the academic programme and the choice of courses considering the student's academic background and career objectives. Faculty Advisor will be allotted a batch of 15 to 20 students and will carry this batch of students till the completion of the degree of the

		students & whose signature should be required for every document of the student for exam and course registration.
19	Fast Learner/Achiever	A student with higher CGPA (up to II term, greater or equal to 9.25) and wish to complete degree before the specified duration of the degree
20	Grade	It is an index of the performance of students in a credit course. Grades are denoted by AA, AB, BB, BC, CC, CD, DD and FF and for audit course grades are denoted by A, B, C and D.
21	Grade Point	It is a numerical weightage allotted to each grade on a 10-point scale for credit course.
22	Honors	Degree with Major / Minor Specialization
23	Institute Core	All compulsory courses for all Programs.
24	Institute Elective	Compulsory courses from the list of choices common to all Programs.
25	Institution OR College	means G.H. Raisoni College of Engineering, Nagpur unless indicated otherwise
26	Major	Degree with Major Specialization by earning additional credits of same discipline
27	Minor	Degree with Minor Specialization by earning additional credits of different discipline
28	Offered Courses	List of courses run by the Parent department in the term
29	Parent Department	Means a department which is offering that course and course code is decided by BOS of that department.
30	Pending Course	A course, not registered or Re-registered
31	Pre – Requisite for a Course	A course has to learn before registering next course.
32	Program Core	Compulsory courses for all the students of a particular program.
33	Program Elective	Courses from the list of choices of a particular program
34	Program Scheme	A structured teaching with course syllabus and exam scheme approved by BOS
35	Programme	An educational programme leading to award of a Degree for UG courses.
36	Sample Path	Optimized Way to select courses intelligently, so that s/he can optimize duration of time
37	SGPA	It is a measure of academic performance of student/s in a Term.
38	State Government	means Government of Maharashtra
39	Teaching Scheme	A structured plan of all offered courses with their credits for the program
40	Term	It means duration consist of 15 weeks of academic work equivalent to 90 actual teaching days. The odd Term may be scheduled from June to November and even Term from December to May.
41	Transcript	After successful completion and award of degree(number of courses and credits) Transcript certificate issued to the student as per scheme of a program.
42	Withdrawal Course	A registered course with term work completed, done exam registration and do not want to appear OR appeared but unable to cleared in specified duration for the exam

**2.0 Programs Offered:** G.H. Raisoni College of Engineering Nagpur, offers following Programs.

**2.1 Undergraduate Programs in Engineering/Technology**

<b>Sr.No.</b>	<b>Programs Title</b>	<b>Code</b>
01	B.E. in Civil Engineering	CIV
02	B.E. in Computer Science and Engineering	CSE
03	B.E. in Electronics and Telecommunication Engineering	ETC
04	B.E. in Electrical Engineering	ELE
05	B.E. in Electronics Engineering	ETX
06	B.E. in Mechanical Engineering	MEC
07	B.E. in Information Technology	IFT

**2.2 Undergraduate Programs in Direct Second Year in Engineering/Technology**

<b>Sr.No.</b>	<b>Programs Title</b>	<b>Code</b>
01	B.E. in Electronics and Telecommunication	ETC
02	B.E. in Mechanical Engineering	MEC
03	B.E. in Computer Science and Engineering	CSE

**2.3 Postgraduate Programs**

<b>Sr.No.</b>	<b>Programs Title</b>	<b>Code</b>
01	M.Tech. VLSI	VLS
02	M.Tech. Electronics	ETR
03	M.Tech. Communication Engg.	CME
04	M.Tech. Computer Sci & Engineering	CSE
05	M.E. Wireless Comm. & Computing	WCC
06	M.E. Embedded System & Computing	ESC
07	M.Tech. Mobile Tech.	MOT
08	M.Tech. CAD-CAM	CAD
09	M.Tech. Heat Power Engineering	HPE
10	M.Tech. Integrated Power System	IPS
11	M.Tech. Environmental Engineering	ENV
12	M.Tech. Transportation Engineering	TPN
13	M.Tech. Structural Engineering	STR
14	M.Tech. Power Electronics & Drives	PED
15	Master of Business Administration	MBA
16	Master of Computer Application	MCA
17	5½ Integrated Program in Master of Technology Management(MTM)	MTM

## 2.4 Research Programs

Sr.No.	Programs Title	Remark
01	M.E. (By Research) in Electrical Engineering	As per RTMNU Registration process
02	M.E. (By Research) in Civil Engineering	
03	M.E. (By Research) in Mechanical Engineering	
04	M.E. (By Research) in Electronics Engineering	
05	M.E. (By Research) in Computer Science and	
06	M.E. (By Research) in Information Technology	
07	M.E. (By Research) in Electronics &	
08	Doctoral Program PhD in Electrical Engineering	
09	Doctoral Program PhD in Civil Engineering	
10	Doctoral Program PhD in Mechanical Engineering	
11	Doctoral Program PhD in Electronics Engineering	
12	Doctoral Program PhD in Computer Science and	
13	Doctoral Program PhD in Information Technology	
14	Doctoral Program PhD in Electronics &	
15	Doctoral Program PhD in Physics	
16	Doctoral Program PhD in Chemistry	

## 3.0 Rules of Admission

- a. The Institute shall offer such UG Programs and of such minimum duration as the GB may approve on the recommendation of the council either on its own or on the initiative of a Department and/or on the direction of the DTE/ UGC/ affiliated university.
- b. The Institute shall adopt procedures to admit the students to the different Undergraduate/Postgraduate Programs as prescribed by BOG and DTE.
- c. The Institute shall follow norms for eligibility of the students for admission to various Programs as per AC / BOG of the institute.
- d. The Institute may follow admission procedure strictly in order of merit as per Government of Maharashtra CAP round, Minority rounds and Institute level admissions.
- e. The Institute shall fix the dates for complete schedule of Programs till the students are admitted as approved by BOG and as per instructions from DTE / state government time to time.
- f. The Institute shall follow the Reservation Policy as per Minority institute rules laid down by state government for admission of students to various Programs.
- g. The intake of students for the various Programs shall as per AICTE time to time.
- h. The Academic Programs of Institute shall be based on semester systems as prescribed by academic council. Each academic year shall consist of two semesters; one Odd semester (June to November) and other Even semester (December to May) and as per guided by academic council from time to time
- i. Education at the Institute shall be organized around Credit based System of a study.
- j. The Institute shall have Relative Grading System (on a 10 point scale) for evaluation of student's performance in various Examinations as per relative grading system.

- k. The period of Academic session shall be such, as may be notified by the Institute from time to time.
- l. The medium of instructions and examinations shall be English.
- m. Such other provisions and such other amendments prescribed by the council / GB/BOM from time to time shall be also applicable.

### **3.1 Rules of Admission to B.E. First Year / Direct Second year of UG degree Programs in Engineering**

- a. The admissions are done strictly on Merit basis in transparent manner in accordance with the rules and regulations of DTE Maharashtra State.
- b. The detailed notification for the admission is published in all leading newspapers and on college website after the declaration of XII standard examination.
- c. Candidates have to fulfill the medical standards required for admission as set out in the information brochure of Director of Technical Education, Maharashtra state.
- d. If at any time after admission, it is found that a candidate has not fulfilled all the requirements lead down by DTE / University time to time, the institute may cancel the admission of the candidate and report the matter to the BoM and concerned government authorities as necessary.

#### **3.1.1 Change of Branch**

Students are eligible to apply for a change of branch only after successfully completing the first two semesters of UG in one attempt & have minimum 8.00 CGPA. The rules/ guidelines shall be as per the following directives in place; issued by the Government.

- Change of branch shall be offered to the candidates, if clear vacancies exist.
- Students must apply for change of branch within 15 days after the declaration of the second semester result and can give his/her choices in order of preference in the prescribed format.
- All such transfers shall be permitted only at the beginning of the third semester.

### **3.2 Rules of Admissions to PG Degree programs (M.Tech /ME):**

- i. The admissions to **PG Degree programs (M.Tech/ME, MBA & MCA)** are done strictly on Merit basis in transparent manner in accordance with the rules and regulations of DTE Maharashtra State for minority institute.
- ii. Candidates have to fulfill the medical standards required for admission as set out in the information brochure of Director of Technical Education, Maharashtra state as published time to time.
- iii. If at any time after admission, it is found that a candidate has not fulfilled all the requirements stipulated in the offer letter of admission, the Director of the Institution may cancel the admission of the candidate and report the matter to the BoM and concerned government authorities as necessary.
- iv. The eligibility criteria for full time postgraduate programmes of study under Faculty of Engineering & Technology in different specializations leading to **M.Tech./ME Degree** is given below in Table-1.

**Table-1**

<b>Department</b>	<b>Name of the course</b>	<b>Eligibility Criteria</b>
Computer Science & Engineering	<p>M.Tech (Computer Science &amp; Engineering )</p> <p>M.E. (Wireless Communication &amp; Computing)</p> <p>M.E. (Embedded system &amp; Computing)</p> <p>M.E. (Mobile Technology)</p>	<p>B.E. or Equivalent in Computer Science, Computer Science and Engineering, Computer Engineering, Information Technology, Computer Technology, Computer Science and Technology, Electronics Design Technology, Electronics and Telecommunication Engg, Electronics Engineering, Electronics Technology, Computer Telecommunication, Electrical, Electrical &amp; Power, Electronics &amp; Power, Computer Telecommunication, Communication System, Computational Mathematics, Computer Science &amp; Information Technology, Computer Science and Systems Engineering, Computer Software &amp; Hardware Engineering, Computing In Computing, Computing In Multimedia, Computing In Software, Communications Engineering, Digital Communications, Electrical &amp; Electronics Engineering, Electronic Science &amp; Engineering, Electronics &amp; Communications Engineering ,Electronics &amp; Computer Engineering, Electronics &amp; Control Systems, Electronics &amp; Information Systems, Electronics &amp; Instrumentation Engineering, Electronics &amp; Power Engineering, Electronics &amp; Telematics Engineering, Electronics Instrumentation &amp; Control Engineering, Informatics Technology, Information &amp; Communication Technology, Information Science &amp; Engineering, Information Science &amp; Technology, Information Engineering, Information Technology &amp; Engineering, Applied Electronics, Applied Electronics &amp; Instrumentation, Applied Electronics &amp; Telecommunication Engg, Electrical &amp; Instrumentation Engg., Electrical Instrumentation &amp; Control Engg., MCA of any recognized Indian University.</p>
Electronics Engineering	M.Tech (Electronics Engg.)	<p>B.E. or Equivalent in Applied Electronics, Applied Electronics and Instrumentation Engineering, Applied Electronics and Telecommunications Engineering, Communication Systems, Communications Engineering, Digital communications, Electrical and Electronics Engineering, Electrical and Instrumentation Engineering, Electronic Science &amp; Engineering, Electronics, Electronics &amp; Communications Engineering, Electronics &amp; Computer Engineering, Electronics &amp; Control systems, Electronics &amp; Electrical Engineering, Electronics &amp; Information systems, Electronics &amp; Instrumentation Engineering, Electronics &amp; Power Engineering, Electronics and Telecommunications Engineering, Electronics and Telematics Engineering, Electronics Design &amp; Technology, Electronics Engineering, Electronics Instrumentation &amp; Control Engineering, Electronics Technology, Information &amp; communication Technology, Information Science &amp; engineering, Information</p>



	M.Tech (VLSI)	<p>Science &amp; Technology, Information Technology, Information Technology &amp; Engineering, Instrumentation Engineering, Instrumentation Technology, Optics &amp; Opto Electronics, Power Electronics Engineering, Wireless technology, Computer Science and Engineering, Computer Engineering, Computer Technology, Computer Science and Technology, Computer Science, Industrial Electronics of any recognized Indian University.</p> <p>B.E. or Equivalent in Applied Electronics, Applied Electronics and Instrumentation Engineering, Applied Electronics and Telecommunications Engineering, Communication Systems, Communications Engineering Digital communications, Electrical and Electronics Engineering, Electrical and Instrumentation Engineering, Electronic Science &amp; Engineering, Electronics, Electronics &amp; Communications Engineering, Electronics &amp; Computer Engineering, Electronics &amp; Control systems, Electronics &amp; Electrical Engineering, Electronics &amp; Information systems, Electronics &amp; Instrumentation Engineering, Electronics &amp; Power Engineering, Electronics and Telecommunications Engineering, Electronics and Telematics Engineering, Electronics Design &amp; Technology, Electronics Engineering, Electronics Instrumentation &amp; Control Engineering, Electronics Technology, Information Science &amp; Engineering, Instrumentation Engineering, Instrumentation Technology, Power Electronics Engineering, Wireless technology, Electronics product design technology of any recognized Indian University</p>
Electrical Engineering	M.Tech (Integrated Power System )	<p>B.E. or equivalent in Electrical &amp; Electronics Engineering, Electrical &amp; Instrumentation Engineering, Electrical &amp; Power Engineering, Electrical Engineering, Electrical Instrumentation &amp; Control Engineering, Electronic Science &amp; Engineering, Electronics &amp; Control System, Electronics &amp; Electrical Engineering, Electronics &amp; Instrumentation Engineering, Electronics &amp; Power Engineering, Electronics Instrumentation &amp; Control Engineering, Energy Engineering, High Voltage Engineering, Instrumentation &amp; Control Engineering , Instrumentation Engineering, Instrumentation Technology, Machine Design, Power Electronics, Power Electronics &amp; Drive, Power Electronics Engineering, Power Engineering, Power Plant Engineering, Power System, Power System Engineering, Electronics &amp; Power, Electrical and Electronics/ Industrial Electronics/ Applied Electronics And Instrumentation Engineering/ Control And Instrumentation/ Instrumentation, Electronics/ Control System/ Electrical Engineering, Electrical and Electronics Engineering/ Electrical Engg [Electrical and Power],/ Electrical Engg [Electronics and Power], / Electrical and Electronics [Power System], of any recognized Indian University.</p>
	M.Tech (Power Electronics & Drives)	

		<p>B.E. or equivalent in Electrical &amp; Electronics Engineering, Electrical &amp; Instrumentation Engineering, Electrical &amp; Power Engineering, Electrical Engineering, Electrical Instrumentation &amp; Control Engineering, Electronic Science &amp; Engineering, Electronics &amp; Control System, Electronics &amp; Electrical Engineering, Electronics &amp; Instrumentation Engineering, Electronics &amp; Power Engineering, Electronics Instrumentation &amp; Control Engineering, Energy Engineering, High Voltage Engineering, Instrumentation &amp; Control Engineering, Instrumentation Engineering, Instrumentation Technology, Machine Design, Power Electronics, Power Electronics &amp; Drive, Power Electronics Engineering, Power Engineering, Power Plant Engineering, Power System, Power System Engineering, Electronics &amp; Power, Electrical and Electronics/ Industrial Electronics/ Applied Electronics And Instrumentation Engineering/ Control And Instrumentation/ Instrumentation Electronics/ Control System/ Electrical Engineering, Electrical and Electronics Engineering/ Electrical Engg [Electrical and Power],/ Electrical Engg [Electronics and Power] / Electrical and Electronics [Power System], of any recognized Indian University.</p>
Mechanical Engineering	<p>M.Tech (Heat Power Engineering) M.Tech (CAD / CAM)</p>	<p>B.E. or equivalent in Power Engineering, Automobile Engineering, Mechanical Engineering, Mechanical Engineering[Sandwich], Aeronautical Engineering, Automobile Technology, Energy Engineering, Marine Engineering, Marine Technology, Power plant Engineering, Thermal Engineering of any recognized Indian University.</p> <p>B.E. or Equivalent in Industrial Engineering, Automobile Engineering, Production Engineering, Mechanical Engineering, Mechanical Engineering[Sandwich], Production Engineering[Sandwich], Advanced Manufacturing system, Automation &amp; Robotics, Automation Engineering, Industrial &amp; Production Engineering, Industrial ENGINEERING &amp; Management, Industrial Safety Engineering, Manufacturing Engineering, Manufacturing Engineering &amp; Technology, Manufacturing Science &amp; Technology, Manufacturing Technology, Material Science &amp; Engineering, Material Science &amp; Technology, Mechanical &amp; Automation Engineering, Mechatronic, Production Design &amp; Engineering, Tool Engineering, Production &amp; Industrial Engineering, Production Engineering &amp; Design, Computer aided design, Computer aided design &amp; Manufacturing of any recognized Indian University.</p>
Civil Engineering	<p>M.Tech (Environmental Engineering)</p>	<p>B.E. or equivalent in Civil Engineering, Civil Technology, Construction Engineering, Construction Engineering &amp; Management, Construction Technology, Construction Technology &amp; Management, Environmental Engineering, Environmental Geomatics, Environmental Management,</p>

	<p>M.Tech (Transportation Engineering)</p> <p>M.Tech (Structural Engineering)</p>	<p>Environmental Science &amp; Engineering ,Environmental Science &amp; Technology, Water &amp; Environmental Technology ,Civil and Water Management Engineering, Chemical Engineering, ,Chemical Technology, Healthy Safety &amp; Environmental of any recognized Indian University.</p> <p>B.E. or equivalent in Civil Engineering, Civil Technology, Construction Engineering, Construction Engineering &amp; Management, Construction Technology, Construction Technology &amp; Management, Transportation Engineering, Civil and Water Management Engineering, Environmental Engineering, of any recognized Indian University.</p> <p>B.E. or equivalent in Civil Engineering, Civil Technology , Construction Engineering, Construction Engineering &amp; Management, Construction Technology ,Construction Technology &amp; Management , Structural Engineering, Civil and Water Management Engineering, Environmental Engineering, Building construction &amp; Technology, Infrastructure Engineering of any recognized Indian University.</p>
Electronics & Telecommunication Engineering	M.Tech (Communication Engineering)	<p>B.E. or Equivalent in Electronics Engineering          Electronics Engineering ,Electronics and Telecommunication Engineering, Electronics and Communication Engineering, Communication Systems, Digital Communication , Instrumentation Engineering , Instrumentation Technology, Information Engineering , Electronics Technology ,Electronics Design Technology, Electronics Science and Engineering ,Electronics and Telematics Engineering, Electronics and Control Systems, Electronics and Information Systems ,Wireless Technology ,Industrial Electronics, Applied Electronics and Instrumentation Engineering, Applied Electronics and Telecommunications Engineering, Communications Engineering, Electronics &amp; Computer Engineering, Electronics &amp; Information systems, Electronics &amp; Instrumentation Engineering, Electronics Instrumentation &amp; Control Engineering, Information Science &amp; Engineering, Information &amp; Communication technology, Information Technology &amp; Engineering, Telecommunication Engineering, Information Science &amp; Technology of any recognized Indian University.</p>

**3.3. Rules of Admissions to PG Degree programs (MCA /MBA):**The eligibility criteria for full time postgraduate programme of **MBA and MCA Degree** shall be as approved by DTE time to time.

### **3.4 Rules of Admission to doctoral degree (Ph.D.) & ME by research program in Engineering [Direction No. 29 of 2012(refer website [www.nagpuruniversity.org](http://www.nagpuruniversity.org))]**

- G H Rasoni College of Engineering offers Ph.D. degree & M.E. (by Research) degree through its various Departments. The award of Ph.D. degree is in recognition of high academic achievements, independent research and application of knowledge to the solution of technical and scientific problems in Engineering and Technology. Creative and productive inquiry is the basic concept underlying the research work.
- Candidate has to appear for Pre-registration seminar in respective department as per schedule. Based on recommendation in Pre-registration seminar, candidate has incorporate suggestion in the synopsis.
- The research work shall be an original work characterized either by the discovery of facts, or by a fresh approach towards the interpretation and application of facts. It shall demonstrate the candidate's capacity for critical examination and sound judgment and shall represent original contribution to the existing knowledge.
- The degree of Doctor of Philosophy is granted by university for research work in areas recognized by the academic departments of the Institute. The degree of Doctor of Philosophy will be awarded by university in the discipline of the department in which the candidate is registered.

#### **Eligibility**

- M.E. (by Research) As per ordinance
- Ph.D Programs as per Direction No. 29 of 2012

### **3.5 Fees to be charged for the Under Graduate, Post Graduate and Research degree programs**

- For the UG and PG programs, the tuition and other fees charged to students over the duration of Programs shall be as per the approval of the Shikshan Shulk Samiti and BOG. The dates for payment of fees will be declared well in advance and intimated to the students through the website and other notices. There shall be separate examination fees.
- The tuition fees and other fees payable by the student will have to be deposited in the institution's office/bank as prescribed by the Shikshan Shulk Samiti and BOG, as per the given dates in the calendar of activities. The dates for payment of fees will be declared well in advance and intimated to the students through the website and other notices. Online payment facility is also available through ICICI Bank by RTGS/NEFT. As per recommendation from Shikshan Shulk Samittee, there is increase in 8% fees in second year of UG programs in Engineering, M.Tech/ME, MCA & MBA.
- For the ME by research and doctoral degree Programs, the tuition and/or other fees charged to students over the duration of the Programs shall be as decided by the BoG.
- **Caution Money Deposits:** Caution money deposits received from the students shall be refunded after successful completion of the course or after canceling the admission. Unless there is any recovery, no deduction shall be made from the caution money deposit. However, the amount of caution money deposit shall be transferred to Students Aid Fund in case if candidate does not apply for refund, within 3 complete financial years after the student

actually leaves the institution; or, within 3 complete financial years after the date of successful completion of the course, whichever is earlier.

**3.5a. Fees Concession / Scholarship:-** The various schemes of fee concession/Scholarship/freeship are as given below.

Sr. No.	Type of Fee concession	Eligibility Criteria
01	EBC (Economical Backward class)	CAP Admitted OPEN Category students of Economical Backward class & family annual Income should not be more than 1.0 lac <a href="http://www.dte.org.in">www.dte.org.in</a>
02	Scholarship/freeship	ONLY for CAP admitted Category students (OBC/SC/ST/VJNT/SBC) <a href="http://www.mahaeschol.maharashtra.gov.in">www.mahaeschol.maharashtra.gov.in</a>
03	State Minority Scholarship	Students (Muslim, Christian, Sikh, Buddhist, Parsi & Jain minority community) should be domicile of Maharashtra state & passed SSC from Maharashtra state only & family annual Income should not be more than 6.0 lacs <a href="http://www.dte.org.in">www.dte.org.in</a> , <a href="http://www.dtemaharashtra.gov.in/scholarships">www.dtemaharashtra.gov.in/scholarships</a>
04	Central Minority Scholarship	Students (Muslim, Christian, Sikh, Buddhist, Parsi & Jain minority community) & family annual Income should not be more than 2.5 lacs <a href="http://www.dte.org.in">www.dte.org.in</a> , <a href="http://www.dtemaharashtra.gov.in/scholarships">www.dtemaharashtra.gov.in/scholarships</a>
05	Central Sector Scholarship	for students belonging to Maharashtra state only Income limit not more than 6.0 lacs
06	National Foundation for teacher's welfare	Children of school Teachers <a href="http://www.mhrd.gov.in/nftw">www.mhrd.gov.in/nftw</a>

**3.5 b. Annual Income Criteria for SCHOLARSHIP/ FREESHIP**

Type of Fee concession	SCHOLARSHIP	FREESHIP
OBC	Income < 1.0 L 50 % concession in tuition fee, exam. fee & maintenance allowance	Income above 1.0 Lacs upto 6.0 Lacs 50 % concession in tuition fee & exam. fee
SC	Income < 2.0 L Concession in Tuition fee, exam. fee & maintenance allowance	Income above 2.0 Lacs Concession in tuition & exam. fee
VJNT	Income < 1.0 L Concession in tuition fee, exam. fee & maintenance allowance	Income above 1.0 Lac upto 6.0 Lacs Concession in tuition & exam. fee
SBC	Income < 1.0 L Concession in tuition fee, exam. fee & maintenance allowance	Income above 1.0 Lac upto 6.0 Lacs Concession in tuition & exam. fee

ST	Income < 2.5 L Concession in tuition fee, exam. fee & maintenance allowance	Income above 2.5 Lacs Concession in tuition & exam. fee
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**3.5 c.** There is special scheme of 50% fee concession in admission fee for the ward of the RGI employees.

#### **4.1 Minimum and Maximum Duration of Degree Program**

There shall be two Semesters, namely Odd Semester and Even Semester in each academic year. Duration of semesters for different programs shall be as follows.

SN	Program	Minimum Duration	Maximum Duration
i	B.E. Programme	8 Semesters	12 Semesters
	B.E. Programme (Admitted Directly to Second Year)	6 Semesters	10 Semesters
ii	M.Tech /M.E. Programme	4 Semesters	8 Semesters
iii	MCA Programme	6 Semesters	10 Semesters
iv	MBA Programme	4 Semesters	4 Semesters
v	M.E. (By Research)	as per the directives of RTMNU	as per the directives of RTMNU
vi	Ph.D.	as per the directives of RTMNU	as per the directives of RTMNU

For the sections starting late, especially for First Year, provision of makeup classes shall be made to compensate for the loss of teaching. For Direct Second Year admissions, the provision of makeup classes shall be made.

The above time limits can be extended in special circumstances at the discretion of the authorities of Institution, subject to approval from Academic Council.

#### **4.2 Minimum requirement for award of Degree**

##### **a) B.Tech./B.E. Programs**

- The minimum number of credits to be earned for B.Tech./B.E. Programs in a discipline shall not be less than 180 credit points.
- Completion of all audit courses
- Completion of 6 weeks (4+2) internship

##### **b) M. Tech./M.E. Programs**

- The minimum number of credits to be earned for M.Tech./M.E. Programs in a discipline shall not be less than 80 credit points.
- Completion of all audit courses
- Completion of minimum 30 days industry internship

##### **c) M. B. A. Programs**

The minimum number of credits to be earned for M.B.A. Programs shall not be less than 100 credit points, successful completion of project and minimum 30 days industry internship.

##### **d) M. C. A. Programs**

The minimum number of credits to be earned for M.C.A. Programs shall not be less than 160 credit points, successful completion of project and minimum 30 days industry internship.

## 5.0 Enrolment:

A student should have obtained the eligibility certificate from the RTMNU if he has passed the qualifying examination from other than Maharashtra State Board / RTMNU. The students admitted to the programs offered by the Institution will be enrolled at RTMNU, soon after the admission, if he is not enrolled earlier. The candidature of the student will be provisional till his enrolment is accepted and an enrolment number is assigned by the RTMNU. Every student has to fill the enrollment form as per procedure laid by university from time to time.

### 5.1 Student's Roll No. / Registration code

After completion of admission, students are given a unique registration code/roll number, alpha numeric of 15 (YYYYABBBDDNNNNN) details as below

YYYY: Year of Admission  
A: Autonomous Scheme  
BBB: Branch Code  
DG: Degree UG/PG (01/10)  
NNNNN: Serial Number (Roll Number)

## 6.0 Academic Calendar:

Total Number of Days	15 weeks / 90 Days
Odd Term	June to October
Even Term	December-April
Winter Exam	October-November
Summer Exam	May
Summer vacation	May
Winter Vacation	November

## 7.0 Course Registration

### 7.1 Course Registration under CBCS scheme:

#### • Course Registration Rules:

- It is mandatory for all students to register every term till the end of his/her study, for courses that he/she is going to study in the term through a Course Registration process
- The list of courses offered by each program will be announced immediately after exams are over. Within 8 days of result declaration, students need to register.
- Student can register course from multiple terms from a list of all offered courses given by the program in that term, provided term is granted for the pre-requisite course.
- Selection of interdisciplinary courses from offered elective courses list.

#### • Min & Max Credit Limit:

- It is compulsory to Re-register the Dropped/ Detained courses first, before registering new courses, during subsequent course registration(s). Hence, the total credits available for registering the courses will be 30 (including Dropped/ Detained courses if any)
- Maximum 30 and minimum 15 will be Credits Limit for New Course Registration

- Minimum credit limit for the course registration will not be applicable, who wish to drop a complete term OR last term course registration/Industry Internship.
- Minimum credit limit for the course registration will also not be applicable for the fast learner.
- **Students having CGPA**
  - $\geq 9.25$  can register upto 30 credits and also can register for additional courses of Under Graduate & Post Graduate.
  - $\geq 8.25$  and  $< 9.25$  can register upto 29 credits and also can register for additional courses of Under Graduate & Post Graduate.
  - $\geq 6.75$  and  $< 8.25$  can register upto 29 credits and also can register for additional courses of Under Graduate.
  - $\geq 6.25$  and  $< 6.75$  can register upto full scheme and also can register for additional courses of Under Graduate.
  - $< 6.25$  and clear pass can register upto full scheme.
  - $< 6.25$  and with backlogs can register upto 19/20 credits.
- **Adding/Dropping of Courses**
  - The student also will have an option to drop a course within 10 instructional days /2 weeks of start of the term, if he/she feels that the course is difficult and he wishes to register the same in next term.
  - Choice for dropping a Registered Course (max 2) once in a term within ten instructional days/two weeks.
  - Registering another course (ADD course) after dropping a Registered Course within two instructional days from the offered list and as per the availability of course.
  - A student has to re-register for the DROPPED course when the course is offered again by the program. The candidate may choose the same or an alternate course as per program scheme.
- **Dropping of Term**
  - Choice for dropping complete term within norms (maximum duration of degree will not change).
  - Choice for dropping complete term for training/project work /Internship/CTS.
  - Multiple course registration after term grant (no detain) for the same course is not permitted except summer term and improvement exam.
  - If the student fails to clear the course during specified duration (2 exams) and wish to change a course then he/she has to register another course as per program scheme from the offered course list given by the program (Only for Elective courses).
- **Additional Learning : Certification / Diploma / Post-Diploma**
  - Additional courses may be in the form of audit or credit. For audit courses only certificate will be issued and will not be mentioned on Grade card, however, credit courses shall be mentioned on the Grade Card in addition to the certificate.
  - Additional courses will not be considered for calculation of SGPA or CGPA/degree completion.
  - Additional courses may be from UG or PG of other department.
  - In case student opt for three or more courses of the single / multiple discipline may be awarded certificate or post diploma.
  - Undergraduate students having a CGPA of 8.75 or more are permitted to credit a Post Graduate level course (from the courses offered list decided by the program), in his/her



major area of specialization (or related discipline) based on term credits. Students will get certification and credits for additional Post Graduate level courses.

- Earned credits of Additional Post Graduate level courses will not be considered for calculation of SGPA or CGPA.

• **Elective Course**

- Students, who wish to take addition courses from other discipline, will have option to opt elective courses of the other discipline.
- Student may opt for additional course from other discipline.
- Student may opt Post Graduate course from other discipline.

**7.2 Promotion Rules:**

The students admitted to the UG course will have to register for the courses as per the admission rules of Choice Based Credit System (CBCS Scheme) implemented from 2015-16 onwards.

- a. In promotion rules credit limits for admitting to third term is minimum 22 credits.
- b. For students seeking admission to Fifth term shall be minimum 65 credits and for Seventh term it shall be minimum 110 Credits
- c. For Diploma Holders seeking admission to Fifth term shall be minimum 30 credits and for Seventh term it shall be minimum 70 Credits.

However, any relaxation in the above credits limits shall be considered on case to case basis.

**7.3 Registration of ME/M.Tech. students**

The PG students shall be promoted to higher semester as per the conditions laid down below:-

Admission to Semester	<i>Candidates should have earned PASS grade in all the heads of the</i>	Candidates should have earned at least PASS grade in all the heads except in TWO passing heads of the following examination taken together (excluding Audit Courses)
I Sem.	<i>B.E/ B.Tech/ Section A&amp;B of IEI Engineering Courses</i>	-----
II Sem.	--	I Sem.
III Sem.	--	I & II Sem.
IV Sem.	<i>I, II Sem.</i>	III Sem.

The minimum CGPA for award of degree shall be 6.25

**7.4 Registration of MBA students**

The PG MBA students shall be promoted to higher semester as per the conditions laid down below:-

Admission to Semester	Candidates should have earned PASS grade in all the heads of the following examination	Candidates should have earned atleast PASS grade in all the heads except in THREE passing heads of the following examination taken together (excluding Audit Courses)
I Sem.	Any Graduate from recognized University	-----

II Sem.	-----	I Sem.
III Sem.	-----	I & II Sem.
IV Sem.	I and II Sem.	III Sem.

The minimum CGPA for award of degree shall be 6.25

### 7.5 Registration of Postgraduate MCA students

The PG MCA students shall be promoted to higher semester as per the conditions laid down below:-

Admission to Semester	Candidates should have earned PASS grade in all the heads of the following	Candidate should have appeared for the examination of	Candidates should have earned atleast PASS grade in all the heads except in TWO passing heads of the following examination taken together (excluding Audit Courses)
I Sem.	Bachelor Degree with Maths or Statistics at 12 or higher level examination	-----	-----
II Sem	-----	I Sem	-----
III Sem.	---	II Sem	I Sem & II Sem.
IV Sem	-----	III Sem	
V Sem.	I & II Sem	IV Sem	III & IV Sem.
VI Sem.	III & IV Sem	-----	V Sem.

The minimum CGPA for award of degree shall be 6.25

### 7.6 Registration of ME by Research / PhD Scholars

- i. Candidate Approach to Head of Department with Pre-requisite documents. (for PhD, PET Score Card / Exemption Certificates).
- ii. Download the application form of Research Centre (GHRCE, Nagpur) from Institute website <http://ghrce.raisoni.net/>
- iii. Submit duly filled form along with copy of synopsis duly signed by candidate and approved supervisor (Co Supervisor if applicable), attested copies of mark sheets and degree certificates and DD/cash for prospectus and application form to R&D cell
- iv. Appear for Pre-registration seminar in respective department as per schedule.
- v. Based on recommendation in Pre-registration seminar, candidate has to deposit prescribed fees and submit the original application form of Institute along with synopsis, fee receipt and attested documents to student section.
- vi. Photo copy of the same form and synopsis along with receipt of fees is to be submitted to respective department & R&D cell
- vii. Application Form of R.T.M. Nagpur University (complete in all respect) of Direction No.29 of 2012 to be forwarded by Head, place of Research.

- viii. Duly filled form of Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur along with eight copies of synopsis and attested copies of documents to be submitted to Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
- ix. Photocopy of the duly filled University form along with receipt of registration fees to be submitted to Student section, R&D cell and respective department.

**The ME by Research / PhD scholar has to comply with following:**

- i. As per predefined schedule and the recommendation of RPC and expert committee constituted at institute level, the scholar shall complete all stages of 06 months course work on research methodology & qualification required.
- ii. The student has to carry out the experimentation and testing for the research on his/her topic simultaneously with the course work at the registered center.
- iii. He/she shall deliver progress seminars on his/her work in every six month before the RPC. Failure in two consecutive seminars shall amount to discontinuation from the Programs.

**Thesis Submission**

- i. After satisfying all prerequisites laid by the RPC and in order to arrange the pre-submission seminar, a research scholar shall inform in writing to R&D cell about his/her intent for submission of Ph.D. thesis through his/her supervisor and head of department. Then the R&D cell shall arrange the pre-submission seminar of the research scholar. The date shall be informed to research scholar and the supervisor immediately.
- ii. Before the pre-submission seminar, ME by research scholar shall publish at least TWO research papers in the journal of repute.

- iii. Before the pre-submission seminar, PhD scholar shall publish at least FOUR research papers out of which THREE should be in the refereed journal. The thesis should be checked for plagiarism (should be within permissible range)
- iv. The student shall have to deliver pre-submission seminar before the Committee consisting of RPC members and one expert from Indian Institute of Technology (IIT)/ IISC/ Research Organization / Institute repute. Dean (R&D) shall appoint the committee in consultation with concerned head of department and Director. It will be an Open defense. Circular in this matter shall be notified at least a week before in any case not less than three days to all heads of departments by R&D cell.
- v. The student shall be allowed to submit the Dissertation within the prescribed period after satisfactory performance in pre-submission seminar before the RPC & complying with suggestion by expert. The copy of thesis is to be submitted to respective department & Institute library.

**Work to be complied by Research scholar during Ph.D. thesis submission**

**With application for Pre submission Seminar**

- Request letter for pre submission seminar in favour of Director duly forwarded by Guide, R & D Coordinator, HOD of concerned department, RPC members for respective candidate with clear remarks mentioning status of work of candidate
- Two(02) office files containing Xerox of registration letter, all progress seminar reports submitted to university(duly acknowledged by University), all progress seminar reports submitted to GHRCE(in prescribed GHRCE format), Summary of publications during tenure as Ph.D. Scholar, Hardcopies of all papers published(Published copies of papers),Plagiarism reports of papers published, certificate of coursework on Research Methodology, Remark from RPC Expert regarding thesis submission, report of fees paid (accounts section)
- Four (04) spiral bound copies of summary of Ph.D.
- Draft copy of thesis prepared (01 set)
- Softcopy of summary, Draft copy of thesis prepared to R & D Cell (in CD form-02 No)-in MS word
- iThenticate plagiarism report of thesis-R & D Coordinator of department to do this and intimate and mail to research scholar

**After consent from Administration & R & D Cell**

1. Pre-Submission seminar fees and receipt to be submitted to R & D cell

**1 week before Pre submission seminar**

1. Four (04) spiral bound copies of ppt of pre submission seminar
2. Softcopy of PPT of pre submission seminar to R & D Cell (in CD form-02 No)-(in .ppt form)

**20 days before submission of thesis to university**

- Application in favor of Director for thesis submission duly forwarded by Guide, R & D Coordinator, HOD of concerned department with remark from HOD regarding incorporating changes in thesis as per report from expert
- Hardcopy of Final draft copy of thesis with all changes suggested by Expert along with plagiarism report through iThenticate software attached in it
- Softcopy of final Draft copy of thesis prepared to R & D Cell (in CD form-02 No)-in MS word
- Hardware/Software developed during research work to be submitted to department at GHRCE.
- 5.NOC-Student Section

(HODs and R & D Coordinators of respective departments to ensure compliance of all above stages before forwarding thesis of candidate to R & D Cell of GHRCE)

The candidate should submit thesis completing all necessary formalities at institute and university within 3 months from date of issue of certificate for Ph.D. Pre submission seminar incorporating all suggestions given by expert. The certificate for Ph.D. Pre submission seminar is valid for 3 months only. In addition to number of copies of final thesis required to be submitted to University, the candidate has to prepare 02 additional copies of final thesis (01 copy to be submitted to centralized library at GHRCE and 01 copy to be submitted to department HOD for department Library at GHRCE)  
(Minimum one month time to be considered after submission of all requisite documents mentioned above for arranging pre submission seminar)

#### **Checks before Pre submission seminar**

- Latest copy of thesis (1 set),ppt(4 sets),summary(4 sets)- hardcopy and 2 CDs containing all these documents(MS word)
- Receipt for pre-submission seminar fees
- Latest ithenticate plagiarism report for corrected copy of thesis

#### **8.0 Teaching Scheme**

The Institution shall follow a semester system and course contents (Syllabi) for the courses recommended by the BoS and approved by the AC. Each semester shall be of 15 weeks duration inclusive of registration, course work etc. Total teaching days in a semester shall not be less than 90.

The details composition of the Teaching Schemes is as follows.

#### **8.1 Course Code:**

The Programs offered by the College shall have an alphanumerical Programs code consisting of a string of seven characters followed by the title of the Programs.

- The first character shall represent the degree (like B for UG, M for PG).
- The next two characters in a Programs code shall be capital letters identifying the responsible department offering the Programs (like AM for Applied Maths, EE for Electrical Engg etc).
- The fourth character indicates the type of subject (like L for Theory and P for Practical) where as last three numbers indicate Programs number.
- Example:-Programs Code DDDTNMM (BMEL201)
  - D : Degree code ( B for Bachelor)
  - DD: Department Code (ME for Mechanical Engg)
  - T: Type of Subject (L for Theory)
  - N: Level of the Course (2 for second level)
  - MM: Indicate Course No. (01 indicate first course in the second level)

#### **Example :**

##### **BCSL303 - Theory Course Code**

B: Bachelor of Engineering, CS: Computer Science & Engineering, L: Theory, 301: course level

##### **BCSP303 - Practical Course Code**

B: Bachelor of Engineering, CS: Computer Science & Engineering, P: Practical, 301: course level

## 8.2 Course Credit System/Structure

The total credits required for completing a program shall be as per program wise teaching scheme recommended by the BoS and approved by the AC. The total number of credits in a Semester which a student shall register will be as prescribed in the teaching scheme of respective Program.

### 8.2.1 First Year Teaching scheme

<b>Group A</b>		
<b>Sample path-1(Sections: A to F)</b>		
<b>I – Odd</b>		
<b>Sr. No.</b>	<b>Sub. Code</b>	<b>Name of Theory Subject</b>
1.	BAML101	Applied Mathematics-I
2.	BPHL102	Applied Physics
3.	BITL104	Basics of Computing
4.	BCEL107	Engineering Mechanics
5.	BMEL108	Engineering Graphics
<b>Sr. No</b>	<b>Sub. Code</b>	<b>Name of Practical</b>
6.	BPHP102	Applied Physics
7.	BITP104	Basics of Computing
8.	BCEP107	Engineering Mechanics
9.	BMEP108	Engineering Graphics
10.	BHUP109	Ethics & Professional Competency (Audit Course)
<b>I – Even</b>		
<b>Sr. No.</b>	<b>Sub. Code</b>	<b>Name of Theory Subject</b>
1.	BAML110	Applied Mathematics-II
2.	BCHL103	Applied Chemistry
3.	BECL105	Basic Electronics
4.	BEEL106	Basic Electrical
5.	BHUL113	Communication Skills
<b>Sr. No</b>	<b>Sub. Code</b>	<b>Name of Practical</b>
6.	BCHP103	Applied Chemistry
7.	BCEP105	Basic Electronics
8.	BEEP106	Basic Electrical
9.	BMEP111	Workshop Practice
10.	BFYP112	Mini Modeling
11.	BIDL101	Bio Systems in Engg. (Audit Course)

<b>Group B</b>		
<b>Sample path-2(Sections: G to M)</b>		
<b>I – Odd</b>		
<b>Sr. No.</b>	<b>Sub. Code</b>	<b>Name of Theory Subject</b>
1.	BAML101	Applied Mathematics-I
2.	BCHL103	Applied Chemistry
3.	BECL105	Basic Electronics
4.	BEEL106	Basic Electrical
5.	BHUL113	Communication Skills
<b>Sr. No</b>	<b>Sub. Code</b>	<b>Name of Practical</b>
6.	BCHP103	Applied Chemistry
7.	BCEP105	Basic Electronics
8.	BEEP106	Basic Electrical
9.	BMEP111	Workshop Practices
10.	BIDL101	Bio Systems in Engg. (Audit Course)
<b>I – Even</b>		
<b>Sr. No.</b>	<b>Sub. Code</b>	<b>Name of Theory Subject</b>
1.	BAML110	Applied Mathematics-II
2.	BPHL102	Applied Physics
3.	BITL104	Basics of Computing
4.	BCEL107	Engineering Mechanics
5.	BMEL108	Engineering Graphics
<b>Sr. No</b>	<b>Sub. Code</b>	<b>Name of Practical</b>
6.	BPHP102	Applied Physics
7.	BITP104	Basics of Computing
8.	BCEP107	Engineering Mechanics
9.	BMEP108	Engineering Graphics
10.	BFYP112	Mini Modeling
11.	BHUP109	Ethics & Professional Competency (Audit Course)

**I – Odd : (Group A)**

Sr No	Course Code	Course Name	Course Category	Course Level	Credits
	TH + PR	TH + PR	IC/IE/ PC/PE		TH + PR
1	BHUP109	Ethics & Professional Competency	IC	I	AUDIT
2	BHUP114	Bio System in Engg.	IC	I	AUDIT
3	BPHL102 BPHP102	Applied Physics	IC	I	6
4	BAML101	Applied Mathematics-I	IC	I	4
5	BAML110	Applied Mathematics-II	IC	I	4
5	BITL104 BITP104	Basic of the Computing	IC	I	3
6	BCHL103 BCHP103	Applied Chemistry	IC	I	6
7	BECL105 BCEP 105	Basic Electronics	IC	I	3
8	BEEL106 BEEP106	Basic Electrical	IC	I	5
9	BCEL107 BCEP107	Engineering Mechanics	IC	I	5
10	BMEL108 BMEP108	Engineering Graphics	IC	I	3
11	BMEP111	Workshop Practice	IC	I	1
<b>Total Credits</b>					<b>40</b>

**I – Even : (Group B)**

Sr No	Course Code	Course Name	Course Category	Course Level	Credits
	TH + PR	TH + PR	IC/IE/ PC/PE		TH + PR
1	BHUP109	Ethics & Professional Competency	IC	I	AUDIT
2	BHUP114	Bio System in Engg.	IC	I	AUDIT
3	BHUL113	Communication Skills	IC	I	2
4	BAML101	Applied Mathematics-I	IC	I	4
5	BAML110	Applied Mathematics-II	IC	I	4
6	BMEP111	Workshop Practice	IC	I	1
7	BFYP112	Mini Modeling	IC	I	1
8	BPHL102 BPHP102	Applied Physics	IC	I	6

9	BCHL103 BCHP103	Applied Chemistry	IC	I	6
10	BITL104 BITP104	Basic of the Computing	IC	I	3
11	BECL105 BCEP 105	Basic Electronics	IC	I	3
12	BCEL107 BCEP107	Engineering Mechanics	IC	I	5
13	BEEL106 BEEP106	Basic Electrical	IC	I	5
14	BMEL108 BMEP108	Engineering Graphics	IC	I	3
<b>Total Credits</b>					<b>43</b>

### 8.2.2 Bachelor of Engineering Sample Path for Third Term

#### Bachelor of Mechanical Engineering Sample Path for Third Term

##### Group-A

**Total Credit: 30**

S N	Course Code	Course Name	Course Category	Course Level	Credits
	TH + PR	TH + PR	IC/IE/PC/PE		TH + PR
1	BAML203	Applied Maths-III	IC	II	4
2	BMEL201 BMEP201	Machine Drawing	PC	IV	4
3	BMEL202	Fluid Power-I	PC	IV	4
4	BMEL203 BMEP203	Materials Engineering	PC	IV	4
5	BMEL204	Kinematics of Machine	PC	IV	4
6	BMEL205	Engineering Thermodynamics	PC	IV	4
7	BMEP206	Computer aided component design	PC	IV	G
8	MLB102	Audit General Proficiency-II	IE	I	G
					24

##### Group B

**Total Credits: 30**

SN	Course Code	Course Name	Course Category	Course Level	Credits
	TH + PR	TH + PR	IC/IE/PC/PE		TH + PR
1	BAML203	Applied Maths-III	IC	II	4
2	BMEL201 BMEP201	Machine Drawing	PC	IV	4
3	BMEL202	Fluid Power-I	PC	IV	4
4	BMEL203 BMEP203	Materials Engineering	PC	IV	4
5	BMEL204	Kinematics of Machine	PC	IV	4
6	BMEL205	Engineering Thermodynamics	PC	IV	4
7	BMEP303	Industrial safety practices and work culture	PC	IV	G
8	MBL103	General Proficiency-III	IE	I	G
9	BMEL209 BMEP209	Computer Application in Mechanical Engineering	PC	IV	4
10	BMEP307	Industrial Case Study	PC	IV	2
					30



## Bachelor of Computer Science and Engineering Sample Path for Third Term

### Group A (For Direct Second Year Admitted Student)

Sr. No.	Course Code	Course Name	Course Category	Course Level	Pre-requisite	Credits
	TH + PR	TH + PR	IC/IE/PC/PE			TH + PR
1	BAML204	Applied Mathematics III	IC	2		4
2	BCSL201 BCSP201	Data Structure Using C	PC	4		5
7	BECL303 BEC303	Microprocessor Based Systems	PC	4		5
4	BHUL201	Principles of Management	PC	1		4
5	BEC3209	Hardware Maintenance and Trouble Shooting	PC	3		1
6	MBL102	General Proficiency-II	IE	1		0
3	BCSL202	Computer Arch. & Organisation	PC	4		4
8	BCSL305	Principles of Programming Languages	PC	1		4
9		Elective-1	PE	5		3
					Total Credits	30

### Group B (Regular Student )

Sr. No.	Course Code	Course Name	Course Category	Course Level	Pre-requisite	Credits
	TH + PR	TH + PR	IC/IE/PC/PE			TH + PR
1	BAML204	Applied Mathematics III	IC	2		4
2	BITL 202 BITP202	Object Oriented Programming in C++	PC	4		5
3	BECL303 BEC303	Microprocessor Based Systems	PC	4		5
4	BHUL201	Principles of Management	PC	1		4
5	BCSP202	Shell Programming	PC	3		2
6	MBL102	General Proficiency-III	IE	1		0
7	BCSL302	System Programming	PC	4		4
7	BCSL305	Principles of Programming Languages	PC	1		4
8	BCSP307	Self Study	PC			1
					Total Credits	29

### 8.2.3 Second year Diploma students teaching scheme

Diploma students admitted in Third Term must follow teaching scheme as it is offered for existing third semester scheme.

### 8.3 Credits

Number of credits for a course in any semester is generally calculated as follows.

Sr.No	Course	Hour	Credits for UG	Credits for PG
1	Lecture	1	1	1
2	Tutorial hour / week	1	1	1
3	Workshop / Laboratory/ Drawing	2	1	1

#### **8.4 Audit Courses**

A student will be allowed to register for audit courses during the entire UG Program. Audit Course shall not carry any credit but will be reflected in Grade Card as “Audit” and will be awarded grade if student passes the course with minimum attendance and evaluation requirements. However, these will not be considered in the CGPA calculation. Students who are failed in audit course/s will have to repeat the course and will have to appear for the examination by filling the examination form and paying examination fees.

Audit course registration is online with number of student registration is 100 on First Come First Serve basis.

#### **Audit Course List :**

- Genetic Engineering
- Unconventional Energy Systems
- Intellectual Property Rights
- Sensors & Transducers
- Principals of Business Management
- Business Legislation
- Quantitative Decision Making
- Constitution of India
- Nanotechnology
- Bio Systems in Engineering
- Environmental Science
- Material Science
- Optimization Techniques
- Finance for Non Financials
- Foundation Course in Marketing Management
- Foundation Course in Human Resource Management
- Foundation Course in Accounting
- Financial Management
- Fuzzy Logic
- Reliability Engineering
- Any other course as per new requirement

#### **Foreign language**

- French
- German
- Spanish
- Japanese
- Any other Foreign Language as per new requirement

#### **Hobby Courses**

- Pranayam and meditation
- Nature club and Trekking
- Guitar
- Sketching
- Volleyball

- Dancing
- Spirit of Entrepreneurship
- Electronics Circuit Design
- Photography
- Expressing Yourself
- Synthesizer
- Kathak
- Horse Riding
- Puzzle solving
- Canvas and Knife painting
- Any other course as per new requirement

### 8.5 Value Added Certificate Courses

Institute is running large number of skill enhancement programs in different batches throughout the year. Student successfully completing three number of courses as per the groups approved by different board of studies time to time shall be entitled to award certificate.

The course can be done in group or individual from offered list. If student completes group of three courses of 120 hrs as per given table can get certificate.

**Course List Table :**

Sr. No.	Name of Branch	Name of Diploma/ Certificate	Course Name	Duration (Hr.)	
1.	Information Technology	Mobile Application Development	Core Java	40 Hrs.	120 Hrs.
2.			Advance JAVA	40 Hrs.	
3.			Android Application Development	40 Hrs.	
4.	Information Technology	Web Programming	Web Programming using HTML	40 Hrs.	120 Hrs.
5.			Asp.NET	40 Hrs.	
6.			ORACLE	40 Hrs.	
7.	Civil Engineering	Building Design	Auto CAD Drawing	40 Hrs.	120 Hrs.
8.			SAP 2000	40 Hrs.	
9.			STAAD PRO	40 Hrs.	
10.	Electrical Engineering	Electrical Software	PLC & SCADA	40 Hrs.	120 Hrs.
11.			PSCAD	40 Hrs.	
12.			FACTS	40 Hrs.	
13.	Computer Science & Engineering	Diploma in Database Tools	Tableau	40 Hrs.	120 Hrs.
14.			Postgre SQL and WEKA	40 Hrs.	
15.			Instructional Design	40 Hrs.	
16.	Electronics Engineering	VLSI Embedded Systems	LAB VIEW	40 Hrs.	120 Hrs.
17.			Hands on Embedded system tools and boards	40 Hrs.	
18.			Application of Embedded & DSP Processor	40 Hrs.	
19.	Mechanical Engineering	Diploma in Computer Aided Design	CAD (NX-4-UGS Parametric)	40 Hrs.	120 Hrs.
20.			Creo Parametric, 3D Design software	40 Hrs.	
21.			Auto CAD	40 Hrs.	
22.	Electronics &	Signal & Image	Fuzzy logic & tool box	40 Hrs.	120

23.	Telecommunication Engineering	Processing	Signal & image processing Techniques	40 Hrs.	Hrs.
24.	Engineering		MATLAB & Simulink	40 Hrs.	
25.	Electronics & Telecommunication Engineering	Certificate Course in Signal and Image Processing	Signal & Systems	60 Hrs	180 Hrs
26.			Digital Signal Processing	60 Hrs	
27.			Digital Image Processing	60 Hrs	
28.	Electronics & Telecommunication Engineering	Diploma in Communication Technology	Telematics	40 Hrs.	120 Hrs.
29.			NS2	40 Hrs.	
30.			Modeling & Simulation using TANNER	40 Hrs.	
31.	Electronics & Telecommunication Engineering	Diploma in Wireless Technologies	Wireless Communication	45 Hrs.	270 Hrs
32.			Telematics	60 Hrs.	
33.			Wireless Sensor Network (E-II)	45 Hrs.	
34.			Radar & Satellite Communication (E-II)	45 Hrs.	
35.			Self Study	30 Hrs	
36.			Mobile Communication (E-III)	45 Hrs	
37.	Any other course as per new requirement				

### 8.6 Industrial Training / Internship

It is mandatory for each student whether UG/ PG to undergo industrial internship as per following

#### All B.E. Program

Six Weeks Industrial Internship to be completed before entering 7<sup>th</sup> semester. This may include 2 weeks Social Internship\*

Six Months Project Internship during final year as per respective program scheme.

**All M.Tech/M.E Program** students are required to complete 4 weeks (One month) internship before entering 3<sup>rd</sup> semester of their course.

#### MBA Program

45 days Summer Internship Program before entering 3<sup>rd</sup> Semester

Six Months Project Internship during fourth semester.

#### MCA Program

4 weeks (One month) internship before entering 5<sup>th</sup> semester of their course.

Six Months Project Internship during Sixth semester.

#### \*Social Internship:

- i. Students are encouraged to work under NGO/ Rural organization/ Govt. Organization working for welfare of society.
- ii. Prime objective is to expose students to grass root problems of society which will help them identify project topics.

### Registration Process

All processes related to internship are to be done through Student Portal <http://ghrce.edu.in/portal/> as follows

- i. Student Registration using raisoni.net email id
- ii. Online submission of Internship Request Form (IRF)
- iii. Approval is done by Dean Industry Relations online within one week of application.
- iv. Generation of Request Letter by III Cell for companies
- v. Submission of confirmation/joining letter to the concerned department

- vi. Online confirmation by concerned departmental III coordinator
- vii. Students are required to upload their completion certificates within one week of completion of internship. No back dated entries are allowed.

### **The Objectives of the Industrial Training/Internship**

- To provide an opportunity for students to familiarize with the industry of their discipline, experience work culture and discover the organizations within the industry. Students will acquire interpersonal skills through meeting with professionals in their field of study.
- To provide an opportunity for students to correlate theoretical lessons and principles with practical applications. Students will acquire practical skills and experience working on projects alongside industry experts.
- To provide an opportunity for students to discover grass root problems and fundamental issues in industry with a view to take up major project and development of innovative solutions.
- To provide the opportunity for the industry to identify potential employees and actively contribute to the teaching-learning process by ensuring that program curriculum satisfies the expectations of the industry and continual improvement.

### **Expected Learning Outcomes after the Training/Internship**

- Exposure to Organizational skills and professional practices.
- An Ability to work under supervision and directions.
- An ability to Efficiently complete tasks, foster good relationship with seniors and subordinates
- Improved Communication & interpersonal skills.
- Knowledge of Work Ethics of the company/industry.
- Knowledge of The industry, its markets and its governing operation standards.
- Knowledge of Expectations of the company /industry in general on employees.
- Exposure to latest technology applications to the specific discipline.
- Opportunity of Identification of relevant problems in the industry and innovative solutions.

### **General Guidelines for Six Months Industry Project Internship**

#### Stages in Industry Internship

#### **Stage 01: Orientation in the company (02 months)**

- i. During the first two months of internship, the intern shall undergo an extensive orientation programme in industry.
- ii. The intern should carry out a detailed study of products /services, processes offered by the industry.
- iii. Intern should identify the suppliers, customers and competitors of the industry.
- iv. Intern should understand the organization structure, vision, mission policies and top management of the industry.

#### **Stage 02: Identification of Problem/Case study & Survey (02 months)**

- i. Intern should identify relevant problem based on issues involving product design and development, automation, process optimization, cost reduction, quality control, material handling, logistics, lay out design, energy audit, waste reduction, pollution control etc.
- ii. Intern should carry out comprehensive field/literature survey relevant to the selected topic.
- iii. Intern should finalize the methodology along with relevant software tools and prepare preliminary design, evaluate alternative solutions.

### **Stage 03: Completion of Project/ Case study (02 months)**

- i. Intern is expected to arrive at final solution/conclusion for the stated problem.
- ii. Intern should prepare a comprehensive report on the work done in the industry in the prescribed format.
- iii. Intern is expected to publish/present his contribution at national/international project/paper presentation competitions after obtaining necessary prior permissions.

#### **Instructions for company Internship**

- No student is allowed to change the company midway or join another group.
- Students at no point of time during their project will remain absent. For any emergency they must obtain prior written permission of the industry and college.
- Students must obey all the rules, regulations laid down by the company.
- Students are instructed to take every possible safety precaution while working at the site.
- Students must be very punctual and regular at the industry. Surprise visits will be carried out at regular intervals.
- Students are instructed that they must follow all the deadlines with regards to admission form, examination form or other administrative matters. No concession on account of Industrial project will be granted in above regards.
- All official communication between students and guide/college will be through [raisoni.net](mailto:raisoni.net) email id.
- Students must update the college and guide about their current address and any future change in their site locations within the same company from time to time.
- Students will not behave in any manner, which will disregard the institution name.

#### **Dos and Don'ts**

##### **Dos**

- Always report in time and be regular.
- Always maintain formal dress code as per company rules.
- Strictly adhere to all rules and regulations and safety norms.
- Be polite and cordial in all your interactions with industry personnel.
- Make a habit of noting down important points during meeting/discussions.
- Maintain strict confidentiality of company information.
- Take initiative and complete all assigned tasks with enthusiasm.
- Have a focused approach and positive attitude.
- Be open to constructive criticism.
- Always stay in touch with your college guide.
- Report your progress on fortnightly basis to college and industry.

##### **Don'ts**

- Compromise with your safety.
- Do not lose talk or criticize company policies/executives.
- Take leaves without prior permission of industry/college.
- Be late.
- Misuse the facilities offered by the company.
- Take photographs/videos without permission.
- Encourage friends, relatives visiting workplace.
- Handle equipment in the absence of company supervisor.

## **Department of Electronics & Telecommunications**

### **Project Internship (BECP 411) (VIII Semester)**

Six month / 24 week project industrial internship is primarily aimed at providing exposure to industrial environment considered necessary to groom students for the electronics & telecommunication engineering profession. The intern is expected to learn in details various aspects of Installation. Automation, product design, manufacturing processes, real time, innovative and research based project in industry, HR functions and so on with a view to understand holistically the working of a enterprise in product development process .

### **Guidelines for Project Phase I: Project Seminar (VII Semester) and Project Internship (VIII Semester)**

- 1) Project Internship will be of Six months / 24 weeks and will be during VIII semester of the curriculum.
- 2) Process of Project Internship shall start at the end of 6<sup>th</sup> Semester. Department will initiate the process and will ask to the students of VI semester to form a project group of 3 / 4 (THREE / FOUR) students (may of same discipline or may from other discipline (Interdisciplinary)) of their own choices(with some predefined conditions if any will be specified by Department).
- 3) Students shall submit project group details to section / departmental project in-charge.
- 4) Department will allot & display project groups number & group ID.
- 5) Student shall register on GHRCE Web Portal (PROJECT /INTRENSHIP MIS) with their respective groups number & group ID within 07 days from group formation with following details.
  - a) Profile (with all respects)
  - b) Area of interest (Industry Project Internship)
  - c) Choices of Companies/Industries of related area of interest.
- 6) Registration process-
  - a) A group of student should apply in various Companies/Industries according to said area of interest for industry project internship.
  - b) A group student should acknowledge & confirm the Companies/Industries details ( Supervisor of Industry with contact details such as email id, mobile etc) on GHRCE web portal (within 8 days)
- 7) Department will allot a departmental faculty member as a project guide & will request to industry to provide/allot a project guide (for respective area)for a group of student.
- 8) Department will form internal evaluation committee for evaluation of project internship & will request to industry to provide evaluator for evaluation of industry project internship.
- 9) Departmental Evaluation Committee will evaluate industry project internship in VII<sup>th</sup> semester on following criteria and will follow the following tentative schedule.
  - a) Seminars (Literature on area of interest, use of techniques, skills, and modern engineering tools, design based on application specific (Industry/ global, economic, environmental issues & commercial use)
  - b) Knowledge of individual group members in area of project.
- 10) In VIII<sup>th</sup> semester, the department shall depute a project groups to industry (specified) for pursuing industry project internship.
- 11) A group of student shall maintain a daily record of activities done during the industry project internship in the form of a diary in his/her own handwriting. This daily log of work done and

learning shall be countersigned by the reporting officer from Industry (Internal evaluator - From Training Cell) at least once in a week. The complete document shall be submitted to departmental internal evaluation committee.

- 12) Department will have surprise inspection to know progress of project group involve in industry project internship for that department will depute few faculty members (preferably from internal evaluation committee) for surprise inspection and consider the Feedback from Industry (Internal evaluator - Training Cell) for evaluation of Industry Project Internship.
- 13) A group of students should inform their actual working days & timings of their stay in the industry to their guides. Respective guide & committee members may visit and interact with students on company/industry site.
- 14) A group of student will have to deliver four project progress seminars in presence of departmental internal evaluation committee, project guide from industry & project guide from department. This evaluation will carry total 250 marks. Each seminar carries 50 marks.

**Tentative Schedule of evaluation for Project Phase I: Project Seminar in VII Semester.**

Sr. No.	Month	Seminar (Phase I)	Marks (50)
1	July	Introductory seminar a) Broad area /applications /recent trend in the area b) Literature survey c) References (IEEE journal / magazine/ conference proceeding/Books)	10
2	September	Progress Seminar-I (PS-I) a) Use of modern engineering tools : undertaking SEPS on proposed tools b) Acquiring profeiciency in proposed tools and its use for the project proposal /work proposal	15
3	October	Progress Seminar-II (PS-II) a) Block diagram/ design flow b) prototype c) Application specific d) Commercial use e) Budget (if any)	25

**Tentative schedule for evaluation of Industry Project Internship in VIII Semester.**

Sr.No.	Assessment	Particulars	Month	Marks
1	Internal Assessment (250 Marks)	1. Progress Seminar-I	January	50
		2. Progress Seminar-II	February	50
		3. Progress Seminar-III	March	50
		4. Feedback from Industry • Submission of Certificate of Project Internship Completion • Any other proofs of carried out work like Photos, videos, demos, etc	April	50
		5. Viva (Evaluation)	April	50



15) A group of student is required to submit a comprehensive report on completion on 24 week project internship.

The report shall contain the following

- a) Cover page in prescribed format
- b) Internship certificate
- c) Project report/ thesis (based on literature review/methodology/tools used, details of hardware/software used, results & conclusions)

16) A project group shall deliver project seminar in presence of project guide from department, project guide from industry & External evaluator which will carries total external 250 marks.

17) External examination/ Final defense will be evaluated by

- a) Project guide of department
- b) Feedback from Industry (Internal evaluator - From Training Cell)
- c) Project guide of industry
- d) External examiner (Industry)

**Tentative evaluation criteria (External Assessment) of Project Internship (VIII Semester).**

Sr No	Assessment	Particulars	Month	Marks
1	External assessment (250 Marks)	1. Working Model	May/June	75
		2. Presentation Skill		25
		3. Viva		100
		4. Commercialization of project, patentable, innovative & publications		25

1) The developed project will be a joint venture of department, college & concerned industry. Projects (hardware & software) shall be used by the industry for any application or otherwise or the project will be kept in college with mutual understanding with concerned industry.

2) There shall be a nameplate on Project with all the details.

**Department of Electronics Engineering**

**Guidelines-**

- Student shall maintain a daily record of activities done during the project internship in the form of a diary in his/her own handwriting. This daily log of work done and learning shall be countersigned by the reporting officer at least once in a week. The complete document shall be submitted to the guide at the time of seminar presentation for evaluation by examiners.
- The daily handwritten record, duly signed by the industry official supervising the intern.
- Students should inform their actual working days & timings of their stay in the industry to their guides. Respective guide & committee members may visit and interact with you on site
- Student is required to submit a comprehensive report on completion on 24 week project

internship. The report shall contain the following

- a) Cover page in prescribed format
- b) Project Internship certificate
- c) Detailed information about industry such as introduction about group / company, collaboration & subsidiaries, production processes, products & services, business functions, layouts, turnover, new technologies & management concepts etc. Student may include one or more major activity areas to the above list.
- d) Project Internship planning by the company, schedules & details of work / project assigned by industry supervisor as well as industry inputs received through the assignments.
- e) Details about industry supervisor & key executives together with their contact details and areas of expertise etc.
- f) Minimum one case study must be undertaken by every intern. The report shall contain the details of case studies solved during project internship based on issues involving Electronics product design & development, automation, process optimization, cost reduction, quality control, material handling, logistics, layout design, energy audit, waste reduction, pollution control etc.
- g) The contribution to industry for system processes and productivity improvement and any such matter to show how industry is benefitted by the internship programme.
- h) Color photograph with industry supervisors.
- i) All Students are informed to complete their industry project internship of 6 Months/24 weeks from one industry only.

**Seminar**-Each student should deliver seminar on internship experience and work activities using audio video aids before a committee of examiners.

**Eligibility Criterion for Industry:**

1. Company should have certification standard as ISO, ISC, EC, QMS, UL, and BSI.
2. Company should have tenure completion more than 5 years.
3. Company should have R&D unit with employee more than 50 in quantity.
4. Company must be related to electronics product or related services/process.

**Evaluation Scheme:**

Sr. No.	Assessment	Particulars	Marks
1	Internal assessment (100 Marks)	1.Progress report-I	25
		2.Progress report-II	25
		3.Feedback from Industry	25
		4.Internal Seminar	25
2	External assessment (100 Marks)	1.Project Internship Case Study presentation	50
		2.External seminar & viva	50

**Department of Computer Science & Engineering**

**Guidelines-**

- Student shall maintain a daily record of activities done during the industry project in the form of a diary in his/her own handwriting. This daily log of work done and learning shall be countersigned by the reporting officer at least once in a week. The complete document shall be submitted to the guide at the time of seminar presentation for evaluation by examiners.
- The daily handwritten record, duly signed by the industry official supervising the intern.

- Students should inform their actual working days & timings of their stay in the industry to their guides. Respective guide & committee members may visit and interact with you on site.
- Student is required to submit a comprehensive report on completion on 24 week industry project. The report shall contain the following
  - a) Cover page in prescribed format
  - b) Industry project completion certificate
  - c) Detailed information about industry such as introduction about group / company, collaboration & subsidiaries, development processes, products & services, business functions, layouts, turnover, new technologies & management concepts etc. Student may include one or more major activity areas to the above list.
  - d) Industry project planning by the company, schedules & details of work / project assigned by industry supervisor as well as industry inputs received through the assignments.
  - e) Details about industry supervisor & key executives together with their contact details and areas of expertise etc.
  - f) Minimum one module must be undertaken by every intern. The report shall contain the details of problems solved during industry project based on issues involving system design & development, simulation, up gradation of existing software, hardware and software implementation, optimization, database administration, wireless or mobile communication related parameter studies etc.
  - g) The contribution to industry for system processes and productivity improvement and any such matter to show how industry is benefitted by the internship programme.
  - h) Color photograph with industry supervisors.
  - i) All Students are informed to complete their industry internship of 6 Months/24 weeks from one industry only.
  - j) Internal guide assignment
- **Seminar**-Each student should deliver seminar on internship experience and work activities using audio video aids before a committee of examiners.

#### **Evaluation Scheme:**

<b>Sr.No.</b>	<b>Assessment</b>	<b>Particulars</b>	<b>Marks</b>
1	Internal assessment (100 Marks)	1. Progress seminar & report-I	25
		2. Progress seminar & report-II	25
		3. Feedback from Industry	25
		4. Internal Seminar	25
2	External assessment (150 Marks)	1. Implementation & results	75
		2. External seminar & viva	75

#### **Schedule for Submission:**

<b>Sr No</b>	<b>Documents</b>	<b>Descriptions</b>	<b>Due Date</b>	<b>Submitted to</b>
1.	Confirmation Letter from Industry & college	1. Original hard copy before starting Internship	05 Oct.	To respective section Coordinator

2.	One page report of industry, supervisor	1. Within 15 days from date of joining	25 Oct	To respective guide
3.	Feedback letter from Industry Supervisor	1. With signature, Designation & stamp of Company	1 <sup>st</sup> Dec	To your respective guides
4.	Progress report-I	1. Detailed information about industry such as introduction about group / company, 2. Collaboration & subsidiaries, 3. Problem definition, requirement analysis, system design etc. 4. Related technologies & management concepts etc.	5 <sup>th</sup> Jan	To respective guides
5.	Progress report-II	Case study -The report shall contain 1. Executive summary. 2. Problem statement. 3. Design & development 4. Conclusion 5. Implementation.	5 <sup>th</sup> Feb	To respective guides
6.	Daily Dairy	1. Student shall maintain a daily record of activities done during the project in the form of a diary in his/her own handwriting. 2. Daily diary should be sign by industry supervisor at least ones in a week.	1 <sup>st</sup> March	To respective guides
7.	Project Completion Certificate (minimum 24 Weeks / 168 days)	1. Original Certificate, 2. Photo copy 3. Scan copy to be send to respective section coordinator	5 <sup>th</sup> April	To respective section coordinator
8.	Industry Project Report	1. Draft copy to be shown to respective guides	5 <sup>th</sup> April	To respective guides
		2. Printed copy ( hard bound)- 2 nos duly signed by guide, coordinator & HoD to be submitted before internal assessment.	8 <sup>th</sup> April	

### **Department of Information Technology**

#### **Guidelines-**

- Student shall maintain a daily record of activities done during the industry project in the form of a diary in his/her own handwriting. The reporting officer shall countersign this daily log of work done and learning at least once in a week. The complete document shall be submitted to the guide at the time of seminar presentation for evaluation by examiners.
- The daily handwritten record, duly signed by the industry official supervising the intern.
- Students should inform their actual working days & timings of their stay in the industry to their guides. Respective guide & committee members may visit and interact with you on site.

- Student is required to submit a comprehensive report on completion on 24 week industry project. The report shall contain the following
  - a) Cover page in prescribed format
  - b) Industry project completion certificate
  - c) Detailed information about industry such as introduction about group / company, collaboration & subsidiaries, development processes, products & services, business functions, layouts, turnover, new technologies & management concepts etc. Student may include one or more major activity areas to the above list.
  - d) Industry project planning by the company, schedules & details of work / project assigned by industry supervisor as well as industry inputs received through the assignments.
  - e) Details about industry supervisor & key executives together with their contact details and areas of expertise etc.
  - f) Every intern must undertake minimum one module. The report shall contain the details of problems solved during industry project based on issues involving system design & development, simulation, up gradation of existing software, hardware and software implementation, optimization, database administration, wireless or mobile communication related parameter studies etc.
  - g) The contribution to industry for system processes and productivity improvement and any such matter to show how the internship programme benefits industry.
  - h) Color photograph with industry supervisors.
  - i) All Students are informed to complete their industry internship of 6 Months/24 weeks from one industry only.
  - j) Internal guide assignment

**Seminar**-Each student should deliver seminar on internship experience and work activities using audio video aids before a committee of examiners.

**Evaluation Scheme:**

Sr.No.	Assessment	Particulars	Marks
1	Internal assessment (100 Marks)	1. Progress seminar & report-I	25
		2. Progress seminar & report-II	25
		3. Feedback from Industry	25
		4. Internal Seminar	25
2	External assessment (200 Marks)	1. Implementation & results	100
		2. External seminar & viva	100

**Schedule for Submission:**

Sr No	Documents	Descriptions	Due Date	Submitted to
1	Confirmation Letter from Industry & college	Original hard copy before starting Internship	1 May	To respective section Coordinator
2	Starting of project in industry	Project start date	1 Nov	

3	Joining on portal	Within 15 days from date of joining	15 Nov	Portal
4	Feedback letter from Industry Supervisor	With signature, Designation & stamp of Company	1 Dec	To your respective guides
5	Progress report-I	1. Detailed information about industry such as introduction about group / company, 2. Collaboration & subsidiaries, 3. Problem definition, requirement analysis, system design etc. 4. Related technologies & management concepts etc.	5 Jan	To respective guides
6	Progress report-II	Case study -The report shall contain 1. Executive summary. 2. Problem statement. 3. Design & development 4. Conclusion 5. Implementation.	5 Feb	To respective guides
7	Daily Dairy	1. Student shall maintain a daily record of activities done during the project in the form of a diary in his/her own handwriting. 2. Daily diary should be sign by industry supervisor at least ones in a week.	1 March	To respective guides
8	Project Completion Certificate (minimum 24 Weeks / 168 days)	1. Original Certificate, 2. Photo copy 3. Scan copy to be send to respective section coordinator	05 April	To respective section coordinator
9	Industry Project Report	Draft copy to be shown to respective guides	05 April	To respective guides
		Printed copy ( hard bound)- 2 nos duly signed by guide, coordinator &HoD to be submitted before internal assessment.	08 April	

## Department of Civil Engineering

### Field Project

#### Regarding Permission Letter and Communication with Industry

1. Students in the group of maximum 04 are required to identify an Industry for their final dissertation.
2. The period of industrial project should not be less than 06 months starting from 15November.
3. Students are required to issue joining letters from the college by submitting original permission letters from industry by 30 Oct.

4. Industrial project of students who do not submit permission letters from industry and issue joining letters from college will not be considered for evaluation and such students will be **detained and will not be allowed to appear in final examination.**
5. It is mandatory for individual student to submit the undertaking in the prescribed format to the college by 25 Oct.
6. **Student must remain present on all working days during 6 months period (2-3 days per week strictly not allowed)**

### **Regarding Continuous Evaluation**

All students will have to present their progress at the college as per following schedule

1. First progress seminar by 15<sup>th</sup> Jan
2. Second Progress seminar on 15 March .
3. The progress seminars will be conducted on the basis of their attendance report signed by the field supervisor.
4. Final Seminar along with proof copy of dissertation on 05 May.
5. Submission of final dissertation 10th May.
6. External Examination 15th May.

Students are expected to give a detailed presentation on their progress during the internship. They should also submit the progress report with sign and seal of the industry supervisor and college guide. Students who fail to appear for any seminar will be losing marks on that seminar.

### **Evaluation Scheme:**

#### **Seminar-I:**

- Detailed knowledge of Environmental Clearances and other govt. norms----- 10 Marks
- Analysis and Design----- 10 Marks
- Detailed estimation and costing----- 10 Marks

#### **Seminar-II:**

- Project Management----- 10 Marks
- Layout Planning and Site margin.----- 10 Marks
- Foundation work and substructure----- 10 Marks

#### **Seminar-III:**

- Superstructure----- 10 Marks
- Electrification work, plumbing and finishing.— 10 Marks
- Knowledge of Software.----- 10 Marks
- Attendance and Discipline----- 10 Marks

### **Department of Electrical Engineering**

#### **Guidelines for Industry Project BEEP 412(Phase-I & Phase-II)**

1. A group of 04 students (Maximum) have to form their group either from section A or from Section B or from section A & B.
2. After formation of project group of 04 students, they have to identify their respective guide according to proposed area.
3. A group of 04 students (Maximum) should identify an industry of good standing on their own (with their area of interest). Industry must be related with any Electrical Discipline:
  - a. Electrical Machines/Drives based

- b. Power System based.
  - c. Power Electronics based.
  - d. Simulation based.
  - e. Any other Electrical/Electronics hardware or software related project
4. Students have to apply to the industry through college for permission by filling online format along with undertaking.
  5. After getting permission from industry students have to submit letter to department & they will be issued relieving/joining letter, which is to be submitted to industry.
  6. Students have to finalize industry by 15 April.
  7. After selecting particular industry for the project work, students has to identify the problem on their own while consulting both (industrial supervisor and respective guide) and thereafter submit synopsis for finalization of project within one month.  
Synopsis of the project should include: -
    1. A brief introduction about the project.
    2. Problem Formulation.
    3. Working of the project.
    4. Industrial level applications.

Last data for the submission of synopsis with duly signed from project guide is to be submitted to Project Coordinator by **15<sup>th</sup> July**.

8. Student shall maintain a daily record of activities done during the internship in the form of a diary in his/her own handwriting. This daily log of work done and learning shall be countersigned by the reporting officer at least once in a week. The complete document, binder slide folder in the form of ruled A-4size papers, shall be submitted to the guide at the time of seminar presentation for evaluation by examiners. The daily handwritten record, duly signed by the industry official supervising the projectee. Students should inform their actual working days & timings of their stay in the industry. Respective guide & committee members may visit and interact with you on site. **Student must remain present on all working days during 6 months period (2-3 days per week strictly not allowed)**
9. Student is required to submit a comprehensive report on completion on 6-month project. The report shall contain the following
  - a. Cover page in prescribed format
  - b. Project completion certificate of 6 month
  - c. Detailed information about industry such as introduction about group / company, collaboration & subsidiaries, production processes, products & services, business functions, layouts, turnover, new technologies & management concepts etc. Student may include one or more major activity areas to the above list.
  - d. Problem Identification of project, schedules & details of project assigned by industry supervisor as well as industry inputs received through the assignments
  - e. The report shall contain the details of case studies solved during project based on issues involving product design & development, automation, process optimization, cost reduction, quality control, material handling, logistics, layout design, energy audit, waste reduction, pollution control etc.
  - f. The contribution to industry for system processes and productivity improvement and any such matter to show how industry is benefitted by the internship programme.



During Phase-II, student shall consolidate the work done during Phase-I and work on the leftovers, suggestions given by Industry & Examiners. If required the student shall visit industry again during weekends and holiday

**Evaluation scheme:**

Sr.No.	Assessment	Particulars	Marks
1	Internal assessment (100 Marks)	5. Progress seminar & report-I	25
		6. Progress seminar & report-II	25
		7. Feedback from Industry	25
		8. Internal Seminar	25
2	External assessment (100 Marks)	3. Implementation & results	50
		4. External seminar & viva	50

**Schedule of Activities**

Sr.No.	Activity	Month and span
1	Industry Finalization	15th April
2	Problem Identification	1st May to 30th June
3	Title Finalization seminar	7th July
4	Submission of synopsis	15th July
5	Field Survey	30th July
6	1st Progress Seminar (Internal)	30th Aug
7	2nd Progress seminar (Internal)	30th Sept
8	3rd Progress seminar (External)	30th Oct
9	Final External Examination (Phase-I)	November
<b>Phase-II</b>		
10	1st Progress Seminar	15 Dec
11	2nd Progress Seminar	30 Jan
12	Final Demonstration & Submission	15 March

**Department of Mechanical Engineering**

**Industry Internship (BMEP405):**

Six month / 24 week industrial internship is primarily aimed at providing exposure to industrial environment considered necessary to groom students for the mechanical engineering profession. The intern is expected to learn in details various aspects of product design, manufacturing processes, shop floor activities, inventory management, HR functions and so on with a view to understand holistically the working of an enterprise in design, thermal, manufacturing and interdisciplinary areas.

**Guidelines-**

- Student shall maintain a daily record of activities done during the internship in the form of a diary in his/her own handwriting. This daily log of work done and learning shall be countersigned by the reporting officer at least once in a week. The complete document shall be submitted to the guide at the time of seminar presentation for evaluation by examiners.

- The daily handwritten record, duly signed by the industry official supervising the intern.
- Students should inform their actual working days & timings of their stay in the industry to their guides. Respective guide & committee members may visit and interact with you on site.
- Student is required to submit a comprehensive report on completion on 24 week internship. The report shall contain the following
  - a) Cover page in prescribed format
  - b) Internship certificate
  - c) Detailed information about industry such as introduction about group / company, collaboration & subsidiaries, production processes, products & services, business functions, layouts, turnover, new technologies & management concepts etc. Student may include one or more major activity areas to the above list.
  - d) Internship planning by the company, schedules & details of work / project assigned by industry supervisor as well as industry inputs received through the assignments.
  - e) Details about industry supervisor & key executives together with their contact details and areas of expertise etc.
  - f) Every intern must undertake minimum two case studies. The report shall contain the details of case studies solved during internship based on issues involving product design & development, automation, process optimization, cost reduction, quality control, material handling, logistics, layout design, energy audit, waste reduction, pollution control etc.
  - g) The contribution to industry for system processes and productivity improvement and any such matter to show how industry is benefitted by the internship programme.
  - h) Color photograph with industry supervisors.
  - i) All Students are informed to complete their industry internship of 6 Months/24 weeks from one industry only.
- **Seminar**-Each student should deliver seminar on internship experience and work activities using audio video aids before a committee of examiners.

**Evaluation Scheme:**

Sr.No.	Assessment	Particulars	Marks
1	Internal assessment (100 Marks)	Progress –I	25
		Progress –II	25
		Feedback from Industry	25
		Internal Seminar	25
2	External assessment (100 Marks)	Case Study presentation	50
		External seminar & viva	50

**Schedule for Submission:**

<b>Documents</b>	<b>Descriptions</b>	<b>Due Date</b>	<b>Submitted to</b>
Confirmation Letter from Industry	Original hard copy before starting Internship	15April	To respective section Coordinator
One page report of industry, supervisor	Within 15 days from date of joining	15May	To respective guide
Feedback letter from Industry Supervisor	With signature, Designation & stamp of Company	01July	To your respective guides
Progress report-I	Detailed information about industry such as introduction about group / company, Collaboration & subsidiaries, Production processes, products & services, business functions, layouts, turnover, New technologies & management concepts etc.	5 July	To respective guides
Progress report-II	Case study -The report shall contain Executive summary. Problem statement. Alternatives Conclusion Implementation.	5 Sep	To respective guides
Daily Dairy	Student shall maintain a daily record of activities done during the internship in the form of a diary in his/her own handwriting. Daily diary should be sign by industry supervisor at least ones in a week.	1 Nov	To respective guides
Internship Certificate (minimum 24 Weeks / 168 days)	Original Certificate, Photo copy Scan copy to be send to respective section coordinator	5 Nov	To respective section coordinator
Industry Internship Report	Draft copy to be shown to respective guides	5 Nov	To respective guides
	Printed copy ( spiral bound)- 2 nos duly signed by guide, coordinator & HoD to be submitted before internal assessment.	8 Nov	

## Department of MBA

Rules for 4 week (One month) summer internship project

- The students are supposed to do Internship Project in a company of their choice.
- They should submit the authorization letter from company to the T & P Departmental co-coordinator.
- The student and the Guide (Faculty Member) under whom the students is doing project should decide the topic of the project.
- Students should report the development of their project to their respective guide once in a week during training period.
- After the completion of the project all the students should submit single spiral copy of the project to the guide.
- All students will prepare power point presentation of the project and present in front of faculty members as soon as they join 3<sup>rd</sup> Semester

### 9.0 Co-curricular & Extra-curricular activities

Co-curricular & Extra-curricular activities play an important role in all round development of the personality of the students. While taking part in Extra-curricular and Co-curricular activities the student has to put in lot of efforts and time; sometime at the cost of their academics. Therefore, they need to be awarded in some manner. In view of the above it is proposed to give the incentives as a part of internal marks for every theory subject to the students who take part in Co-curricular and Extra-curricular activities for UG students as follows:-

MARKS	ACTIVITIES (Odd semester- 1 <sup>st</sup> June to 30 <sup>th</sup> October and even semester-1 Nov to 30 <sup>th</sup> April for all classes)
4 marks	Any individual who represents the country in any game / sports / cultural / co-curricular. Any individual forming a part of Indian delegation to represent the country in any international event / friendship mission abroad. Paper presentation OR participating in technical exhibition outside the Country.
	Student playing for the State or combined University in any game / Sports OR participating in cultural activities OR participating in BLC & RD camps of NCC & NSS. Participation at National level held in IIT's / IISC / BITS, Pilani/ other Central Universities only and participation in International Conference as committee member. Members of SPC committee (Placement cell to provide), Members of steering committee of Annual social Gathering and Technorion. Attended one full year of NCC and attended NCC camp. Attended NSS camp. <u>Attended ICETET (with a proof of attendance) or selected in campus interview.</u>
3 marks	University colour holder (playing for University), OR part of Inter Collegiate winning team, OR representing University in cultural activities. Participation in Conferences / Seminars at Regional Colleges.
2 marks	Representing College team in any tournament, outside, done some service through NSS or else such as Blood Donation, Literacy Mission etc. Paper presentation at various institutes.
1 marks	Winner of interdepartmental competition in Sports / Games / Cultural activities. Winners / runners up in the events held by outside organization in various cultural events at institutions level. Holding various appointments at department level and institute level like G.S. President of Forum / Professional bodies etc. Scores in any competitive exam like GRE/GATE. Member of NCC or NSS unit.
1 mark	Participating in the intra-departmental competition of sports / games / cultural Activities.. Appeared for any competitive exams.

On successful completion, any student submitting 5 or more certificates in any of the above category 4 marks shall be given in each subject.

### **10.0 Academically Weaker Student:**

The performance of First year student in CAE-I of all subjects is regarded as the most appropriate way to ascertain the ability of students to cope up with different engineering subjects and thus to identify academically weak students. The diagnostic test is conducted on all the students admitted to first year B E in each academic session. An academically weak student is defined as per the following criterion and assessment is regarded as the diagnostic test.

#### **• Criteria for identifying weak students**

##### **For First year (Semester I & II):**

- Failure in online diagnostic test (CAE-I) in more than three subjects (less than 8 marks out of 20), and
- Failure in more than three subjects in any CAE, and
- Failure in end semester examination

##### **For higher semesters:**

- Failure in end semester examination

### **10.1 Remedial Teaching**

Remedial Teaching is provided throughout an academic session to identified weak students of first year B.E. for improving transition rate of first year students to second year. Remedial teaching is done by providing one additional hour of coaching for all subjects in the regular time table to all those students who are diagnosed weak and also for those failing in any of the subsequent CAEs. This is phase-I of remedial teaching. In phase II, a crash course of about 10 days duration is provided for each subject before the ESE. In phase III, intensive coaching of about 10 days is provided to failure students of ESE before the vacation examination. Although remedial teaching is also available to students of senior semesters, the focus is on academic performance improvement of first year B E students.

For higher semesters of UG program remedial classes shall be conducted for failure students in end semester examination only. These classes shall be conducted immediately after declaration of result and before vacation examination.

### **10.2 Summer Term**

- Summer Term is to provide opportunity to students to clear their backlogs or detained students or the courses which he / she could not register for some reason. The Institution may use this semester to arrange add-on courses for regular students and/or for deputing them for practical training.
- Those students who have secured the “FF” grade in End Sem. Examination / Vacation Examination but will like to learn the subject once again and/or wish to revise their marks of CAE/TAE will be permitted to register for the Summer Term.
- The students who have earlier taken an End Sem. Examination and register afresh for the Summer Term will sign an undertaking to revoke the CAE / TAE marks secured by them in their regular/ earlier attempt in the same subject. Once revoked, the students shall not seek restoration of the CAE/TAE marks.
- Those students who are willing to join the Summer Term will submit the “Willingness to join” in the prescribed format 15 days before the commencement of the Summer Term.
- Students will not be permitted to register for more than twenty four credits in the Summer Term.

- Summer Term will be at an accelerated pace and will be at double the rate of normal semester e.g. one credit of course shall require two hours/week so that the total contact hours are maintained same as in normal semester.
- Student shall register for the Summer Term as per the schedule given in academic calendar.
- A student will have to pay an additional fee, if any, prescribed by the Institution within the stipulated time.
- Once registered, students will not be allowed to withdraw from a summer term.
- Summer Term is a special semester and students cannot demand it as a matter of right. Minimum batch size to be required.
- It is optional for a student to make use of summer semester.

### **11.0 Detention**

- a. The student must be absolutely regular in his/her attendance for theory and practical classes. In case the student's attendance is less than 75% in the theory lectures and practicals separately, his/her terms will not be granted. In case of any genuine reason, the student or his/her guardian must inform in writing to the authorities of the institute about the reason of absence, in advance.
- b. The student must be present for all the Class Assessment Examinations (CAE), Tutorial Sheets, home assignments, quiz, & seminars (TAE) etc.
- c. The student should complete all the term work such as journals, drawing sheets, workshops or any other home assignments as per schedule.
- d. The student and parent should specially note that if the student having attendance less than 75% in any course including audit course & not completed 100% term work to the entire satisfaction of the Head of the Institution, he/she shall be detained and will not be allowed to appear for the End Semester Examination (ESE). In such cases he/she have to take re-admission in the next session.

### **12.0 Semester Drop**

The student can seek drop of semester from the program on account of ill health or other valid reasons. The student shall have settled all dues at the Institution including those of Hostel, Library and Department etc. and fine of Rs. 7000/- on the day of his /her application for semester drop.

### **13.0 Credit Transfer Scheme (CTS)**

- A student of GHRCE seeking transfer of credit to other institutions shall submit a written request within a stipulated time period (preferably prior to four weeks of commencement of semester at the institute of transfer) to the inward section of the college in the prescribed format.
- All application received within prescribed period in each sem. Shall be placed before the subcommittee of academic council who shall scrutinie these application & conduct personal interviews. Normally student having CGPA of more than 8.25 will be allowed to avail for CTS. However committee may recommends students of lower CGPA based on their overall performance.

- The student availing the facility of CTS will be abide by the rules, regulations and amendments of the host institute from where the student is transferred and to institute where is transferred.
- Transfer will come in force for the students having no live backlogs in any of the semester prior to commencement of semester of transfer and also will not be completed till all the courses of semester of transfer are passed. Students under Absorption Scheme will not be eligible. Students with outstanding fees/non-compliance of documents will not be allowed.
- Student will be allowed for transfer for the period of one complete semester at a time and suitable for transfer by concerned department of host institute
- The student will be required to register for courses offered at other institute (where he/she wants to avail CTS) for respective semester. In case of less number of Credits at other institute than the credits of GHRCE in the respective semester, student has to opt for additional course and earn additional credits preferably at other institute. In case of more credits earned under CTS, the additional credits will be considered for calculation of SGPA/CGPA.
- Promotion rule of GHRCE shall be applicable to the students.
- In case the student fails in the subjects during CTS in a particular semester, he/she shall be required to pass the said subjects at the institute where he/she has opted for CTS or as per the decision of AC.
- Student will not be allowed to leave the semester in between. In case, he/she leaves or gets detained in the respective semester, he/she shall take fresh admission at GHRCE with regular fees in the respective semester in next academic year.
- Student shall follow all the rules & regulations of the other institute where the semester I is completed under CTS.
- On selection for CTS the student along with his/her parent/guardian will have to submit the undertaking.
- Student availing facility of CTS will make his own staying arrangement at the venue of concerned institute and the hostel fees/mess fees and other living charges will be paid by the student at the concerned institute.
- On completion of evaluation by other institute, the student shall submit the score to GHRCE. Then GHRCE shall issue the grade card.

#### **14.0 Term Examination**

##### **14.1 Examination Scheme (ES)**

The College shall have Examination Scheme (ES) based on semester pattern for every Programs and course contents (Syllabi) for the courses recommended by the BoS and approved by the AC. The details of the ES are as follows:

##### **14.1.1 Examination Scheme for Undergraduate Programs in Engineering:**

<b>Component of a course</b>	<b>Examinations</b>	<b>Weightage</b>
Lectures/Tutorials	Class Assessment Examination (CAE)	20%
	Teachers Assessment Examination (TAE)	20%
	End Semester Examination (ESE)	60%
Laboratory Practical Work	Laboratory Practical Work (LPW)	100%

#### 14.1.2 Examination Scheme for Postgraduate Programs(ME/MTech.) in Engineering:

These Programs shall consist of four semesters. The course work and subjects of specialization shall be normally completed in the first- three semesters. The College shall have following examination system as laid down below:

Component of a course	Examinations	Weightage
Lectures/Tutorials	Class Assessment Examination (CAE)	30%
	Teachers Assessment Examination (TAE)	20%
	End Semester Examination (ESE)	50%
Laboratory Practical Work	Laboratory Practical Work (LPW)	100%
Thesis	Pre thesis Submission Seminar, Evaluation of thesis by examiners & Viva-voce	16 credits
Industrial Training / Internship	Industrial Training Examination (ITE)	Audit course

#### 14.1.3 Examination Scheme for Postgraduate Program in Master of Business Administration

This Program shall consist of four semesters. The course work and subjects of specialization shall be normally completed in the first- three semesters. However three core courses preferably subjects of specialization may be run along with thesis/dissertation work in fourth semester.

The teaching schemes and conduct of examinations and publication of results as applicable to the Postgraduate Programs of Engineering shall also be applicable to the Postgraduate Programs in Business Administration unless specifically mentioned for some cases. Keeping in view some special requirements for the course, the College shall have following examination system as laid down below:

Component of a course	Examinations	Weightage
Lectures/Tutorials	Class Assessment Examination (CAE)	30%
	Teachers Assessment Examination (TAE)	20%
	End Semester Examination (ESE)	50%
Entrepreneurial Development and project Seminar (2 Weeks Program)	Seminar Presentation Examination(SPE)	6 credits
Enterprise Resource Planning	Case Study submission, viva-voce and Theory examination	10 credits
Business Ethics and corporate governance	Examination, Presentation and viva-voce	02 Credits
Project Report	Progress seminars in fortnight and input from industry members, Pre thesis Submission Seminar, Evaluation of thesis by examiners & Viva-voce	16 credits
Industrial Training/Internship	Industrial Training Examination (ITE)	Audit course



#### 14.1.4 ES for Master of Computer Applications (MCA)

This Program shall consist of six semesters. The course work and live project shall be normally completed in the six semesters. The teaching schemes, conduct of examinations and publication of results as applicable to the Postgraduate Programs in Engineering shall also be applicable to the Master of Computer Applications unless specifically mentioned for some cases.

Component of a course	Examinations	Weightage
Lectures/Tutorials	Class Assessment Examination (CAE)	30%
	Teachers Assessment Examination (TAE)	20%
	End Semester Examination (ESE)	50%
Mini Project	Project Work Examination(PWE)	2 credits
Minor project	Project Work Examination(PWE)	4 credits
Laboratory Practical Work	Laboratory Practical Work (LPW)	100%
Dissertation & Seminar	Pre thesis Submission Seminar, Evaluation	22 credits
Industrial Training / Internship	Industrial Training Examination(ITE)	Audit course

#### 14.2 Question Paper Pattern

In general, question paper may have 5/6 questions. The questions should be properly distributed on entire syllabus and inter choice may be given.

#### 14.3 Question Paper Audit

There will be question paper audit with a committee, one subject chairman suggested by BOS and other teachers work as a member along with external paper setter. Controller of Exams calls meeting for question paper audit.

#### 14.4 Exam Registration

- A student should necessarily register separately for the end Term examinations in all Backlog Course, Arrear Course and the new registered courses one month before the End Term Examination (except those who are detained).
- If a student gets detained in a course after exam registration then his/her exam registration for that course will be treated as cancelled and will have to appear for the exam whenever the said course is offered.
- Students shall be permitted to write a backlog exam of a course within two exams. If the student fails to clear the course during those exams, then, he/she has to re-register the course again whenever offered.
- 'FF'-grade is a fail grade. The course(s) in which a student has earned 'FF' grade will be termed as back-log course(s).

#### Exam From submission:

Every student has to fill online examination form as per the dates given in academic calendar through portal available at **192.168.120.2/GHRCE**

- Generate bank challan and online exam form
- Submit amount in bank through challan (within two days)
- Paste your current attested passport size photo on exam form.
- Submit challan and exam form to account section

### 14.5 valuation

The current practice of evaluation is as follows:

#### Class Assessment Examination (CAE):

This examination shall be conducted at the department in the scheduled week and the evaluated papers shall be shown to the students within three working days. There shall be three such examinations equi-spaced in the semester out of which one shall be online examination for UG. There shall be two such examinations equi-spaced in the semester for PG. However for the performance improvement of the student one additional examination shall be conducted at the end of the term (in case PG it should be online examination).

#### Criteria for Improvement Test:

- Student is absent any one OR both the CAE
- UG Student is having less than 8 marks in any one of CAE
- PG student is having less than 15 marks in any one of CAE

#### Teacher Assessment Examination (TAE):

It shall be evaluated by the teacher/forum in-charge based on the options like surprise test, quiz, seminar, paper reading, group discussion and the performance of the student in the co-curricular and extracurricular activities and his / her attentiveness in the class. There shall be total seven parameters, out of which best five will be consider.

#### TAE Parameters :

TAE Parameter	I/II Sem BE	III-VIII Sem BE	I/II Sem PG	III Sem PG
TAE - I	Quiz	Activity based learning	Delivery of technical topic without audio visual aid and backboard	Delivery of Seminar on latest Topic
TAE – II	Surprise Test	Technical Presentations	Chapter review from test book / reference book	Demonstration of Equipment / Lab
TAE – III	Home Assignment	Mini models/ Minor project	Mini Project	Review paper submitted in the Journal
TAE – IV	Attendance in Class	Attendance in Class	Attendance in Class	Attendance in Class
TAE – V	Seminar	Poster Presentation Seminar	Review of Journal Paper	Chapter review from test book / reference book
TAE – VI	Co-curricular & extra Curricular activates	Co-curricular & extra Curricular activates/CSIR	Poster presentation / Paper presentation / Seminar	Paper presentation
TAE - VII	Any Other	Attendance in two industrial visits and two guest lecturers / latest exposure advance facility in the lab	Attendance in two industrial visits and two guest lecturers	Attendance in two industrial visits and two guest lecturers Experiment Design / Kit Fabrication for UG

## **End Term/Semester Examination (ESE)**

### **Conduct of Examination: (As per Direction No. 1 of 2010)**

The Controller of Examinations shall conduct this examination after completion of the term/semester for which the date is given in the Academic Calendar. The time-table of the End Term/Semester examination is prepared in the meeting of class representatives for each semester before one month before the start of examination. Each question paper shall have questions with choice upto 20 % and the student shall attempt all questions. The questions should be uniformly distributed from the entire syllabus of the subject. The duration of examination is 3 hours/ 4 hours as per teaching scheme. All the question papers shall be audited by audit committee (comprising of senior most paper setter of respective subject as chairman and two teachers who have been appointed as paper setters as members) appointed by examination committee. The audit shall be done and completed in one sitting. The opinion of the subject teacher teaching the respective subject shall be sought before finalizing the question paper without disclosing the paper to the subject teacher. If there is shortage of paper sets, the audit committee shall prepare the required number of paper sets on spot. The audit shall be limited to maximum 20% for a particular set.

## **PG Project and Evaluation Procedure**

### **M.Tech/ME Thesis:**

1. Topic selection of PG projects is done under the guidance of Industry expert/Experts from NITs. Due weight-age is given for project progress seminars and rubrics for the same are prepared by each department.
  - a) Three seminar for Literature Review, project identification, topic finalization is conducted by Departmental Project Recognition Committee.
  - b) Synopsis of topic to be submitted in standard format.
  - c) RRC Committee is constituted by Dean(R and D).
  - d) Changes, if any, suggested by RRC, to be incorporated in the synopsis.
  - e) Title and scope of topic is finalized.
2. Three progress seminars based on Project work in M.Tech./M.E. III Semester.
3. Four progress seminars based on Project work in M.Tech./M.E. IV Semester.
4. Rigorous experimentation and analysis to be done in M.Tech./M.E. IV Semester.
5. Research paper based on Experimental work to be published by students in M.Tech./M.E. IV Semester.
6. Pre- Submission Seminar in front of Panel of eminent experts from NIT.
7. Suggestions, if any, suggested by Panel, to be incorporated in the work.
8. Write up of thesis has to be in standard format prescribed by GHRCE.
9. Submission of thesis in standard format prescribed by GHRCE.
10. Panel of Examiners from NIT, IIT constituted by Dean(R and D).
11. Final defense and viva conducted.

### **MBA (Major Project) Thesis:**

Every student shall identify a company for carrying out their project work in III Semester as per their specialization. They will have to get the approval from the company where they wish to do their IV Semester project work and submit a synopsis of the project work in the department. The

research recognition committee (RRC) constituted by Dean R&D will assess their synopsis and approve it. Based on the recommendations of the RRC the title shall be finalized and supervisor shall be allotted from the department depending on specialization. The student has to deliver minimum three progress seminars in the fourth semester. After completion of his/her work, the student has to deliver a pre-thesis submission seminar before the Research Promotion Committee (RPC). The student shall be allowed to submit the thesis within the prescribed period after satisfactory performance in pre-submission seminar as recommended by RPC.

#### **MCA (Major Project) Thesis:**

Every student shall identify a company for carrying out their project work in V Semester. They will have to get the approval from the company where they wish to do their VI Semester project work and submit a synopsis of the project work in the department. The research recognition committee (RRC) constituted by Dean R&D will assess their synopsis and approve it. Based on the recommendations of the RRC the title shall be finalized and supervisor shall be allotted from the department depending on specialization. The student has to deliver minimum three progress seminars in the fourth semester. After completion of his/her work, the student has to deliver a pre-thesis submission seminar before the Research Promotion Committee (RPC). The student shall be allowed to submit the thesis within the prescribed period after satisfactory performance in pre-submission seminar as recommended by RPC.

#### **14.6 Paper Showing and Grievance Handling:**

The schedule for paper showing is displayed by HoD well in advance of examinations and the copy of it is forwarded to Controller of Examinations. The schedule contains the details of Paper, dates, venue, valuer, senior expert etc. According to the schedule the students report to the respective venue. If student remains absent for the said date he/she is not entitled to file grievance after the date of paper showing.

After the evaluation of answer sheets, the marks are displayed on Notice Board. The students see the marks and if there are any grievances, they apply to the HoD in the grievance format. The HoD appoints the grievance handling committee with the senior faculty as expert. The re-valuation of papers is carried out by the senior expert and if there **are atleast 8% changes in the marks** (of the obtained marks) then the changed marks are forwarded to Controller of Examinations for necessary changes.

#### **Open House**

Open house for unresolved grievances are also arranged wherein the students who have grievances even after the grievance mechanism report to Deputy Directors for solving their grievances. These changed marks are then entered into the MIS software.

#### **15.0 The Grading System**

Students' performance/ progress shall be assessed by number of credits he/she has earned successfully. Based on course credits and grade points obtained by the student, semester grade point average and cumulative grade point average shall be calculated. The academic performance of a student shall be graded on a 10- Point Scale. This college shall adopt the relative grading system in the larger academic interest.

The grading system is produced below:

<b>Grades</b>	<b>Grade points</b>	<b>Description</b>
AA	10	Outstanding
AB	9	Excellent

BB	8	Very good
BC	7	Good
CC	6	Average
CD	5	Below Average
DD	4	Marginal
FF	0	Very Poor

As per AICTE CGPA may be converted into equivalent marks as below:  $(CGPA - 0.75) \times 10 =$  Equivalent Percentage e.g

Grade Point	Equivalent Percentage
6.25	55%
6.75	60%
7.25	65%
7.75	70%
8.25	75%

### 15.1 Guidelines for the Award of Grades:

The following are the general guidelines for the award of grades:

- i. For each student, all evaluations in different components of a course shall be done in absolute marks considering the weightage in teaching scheme.
- ii. The marks of various components shall be added to get total marks secured on a 10-points scale. The rounding off shall be done on the higher side.
- iii. The relative grading system shall be used for award of grades.
- iv. Examination committee shall appoint a sub-committee which shall be called as Grade Moderation committee. (GMC) This committee shall be responsible for grade moderation. Dean academics shall be the convener of Under Graduate programs and Dean PG for Post Graduate Programs. Grade shall be awarded by subject teachers and forward it to grade moderation committee through Head of concerned department. Grades shall be modified by the GMC based on the normal distribution.

### Explanation:

'FF' Grades

A student who was awarded "FF" grade in a core course has to repeat it compulsorily when it is offered next and until a passing grade is obtained.

For the elective courses in which 'FF' grade has been obtained, the student may take the same course or any other course from the same category.

Further, 'FF' grades secured in any course stay permanently on the grade card. The weightage of these grades is not counted in the calculation of the CGPA, however these are counted in the calculation of the SGPA.

### 15.2 Performance Indices

#### 15.2.1 Calculation of Term 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 term exam.

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

Where,

$C_i$  = The number of credits earned in the  $i$ th course of a term for which SGPA is to be calculated.

$P_i$  = Grade point 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 term exam.

The SGPA is calculated to three decimal places.

### 15.2.2 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 the weighted average of the grade points obtained in all the courses in prescribed terms for the UG/PG Programs. CGPA for a student of undergraduate/postgraduate Programs shall be calculated only when the grade point (minimum up to pass marks) of all the semester examinations are available.

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

Where,  $C_j$  = The number of credits earned in the  $j$ th subject up to the term for which CGPA is to be calculated.

$P_j$  = Grade point earned in the  $j$ th course. A grade point less than 4 in a undergraduate subject shall not be taken into consideration for calculation of CGPA. Further a grade point less than 6 in a postgraduate course shall not be taken into consideration for calculation of CGPA

$j = 1, 2, \dots, m$  represent the number of courses in which a student is registered up to the term for which the CGPA is to be calculated.

The CGPA is also calculated to three decimal places.

### Calculation of Cumulative Grade Point Average (CGPA) UG/DSY/PG/Absorbed

#### UG Direct Second Year Admitted Student

For direct Second year admitted CGPA will be calculated from III to VIII Terms.

### **15.3 Grade Improvement Scheme**

➤ For UG Program:

The students admitted in V Term/Sem. having their CGPA less than 6.75 (required CGPA for first class as per AICTE norms) will be given chance to improve their CGPA above 6.75 by appearing in maximum two theory subject in which they got pass grade. He / She can improve grade point only by End Term / Sem. Examination of the same course as per examination rule.

➤ For PG Program:

The students who could not get CGPA 6.75 will be allowed to improve the grade by appearing in maximum two theory subjects in which they got pass grade.

### **16.0 Declaration of Result:**

Results shall be declared within 15 working days after the last theory/practical examination.

Grade card is available online at Institute website after declaration of result. The student needs to login with his/her credentials and he/she cannot use this grade card for official purpose. This facility is used only for getting the information about grades obtained in the examination.

### **17.0 Vacation Semester Examinations:**

Failure students shall get the benefit of vacation semester examinations. It shall be compulsory for all the students to appear for the end semester examination. An examinee who does not pass after appearing in the end semester examination shall be eligible to reappear at the Vacation Semester examination. First vacation examination will be extension of end semester examination and latter on examination will be considered as an attempt. The cutoff for these examination remains same as that of end semester examination.

### **18.0 Acts of Malpractices / Unfair Means :**

Every student appearing for the CAE/TAE & End Semester Examination is liable to be charged with committing malpractice(s) / use of unfair means, if he / she is observed as committing any of the following acts:

- i. Misbehavior with officials / using unfair means / creating nuisance / using obscene language / violence / threat at the centre to the person involved in conduct of examination etc or any other kind of rude behavior in or near the Examination Hall.
- ii. Writing on the Question Paper/ Admission Card & or passing on any type of written paper to the other student(s) in the examination Hall.
- iii. Disclosing his/her identity by writing any words or by making any peculiar marks on the pages other than the facing sheet in the answer scripts.
- iv. Possession of electronic gadgets like mobile phones, Programmable calculator, pen-drive or such other storage devices in the Examination Hall.
- v. Communicating with any other student(s) any other person(s) inside or outside the Examination Hall with a view to take assistance or aid to write answers in the examination.
- vi. Copying form the material or matter or answer(s) of another student or from similar aid or assistance rendered by another student within the Examination Hall.
- vii. Making any request of representation or offer of any threat for inducement or bribery to Room Invigilator and / or any other official for favours in the Examination Hall or in the answer script.
- viii. Approaching directly or indirectly the teaching staff, officials or examiners or bring about undue pressure or influence or influence upon them for favour in the examination.

- ix. Smuggling out or smuggling in the answer script pages or supplementary sheets or tearing them off and / or inserting pages written outside the examination hall into the answer scripts.
- x. Receiving material from outside or inside the Examination Hall for the purpose of copying.
- xi. Bringing into the Examination Hall or being found in possession of portions of an unauthorized book, manuscript or such other material or matter in the Examination Hall.
- xii. Copying or taking aid from any material or matter referred to in sub- clauses (x & xi) above to answer in the examination.
- xiii. Impersonating or allowing any other person to impersonate to answer in his/her place in the Examination Hall.
- xiv. Committing any other act or commission or omission intending to gain an advantage or favour in the examination by misleading, deceiving or inducing the examiner or official.
- xv. Having in one's possession any written matter on scribbling pad, calculator, palm, hand, leg, any part of body, clothing, socks, instrument box, identity Card, Hall Ticket, Scales etc.
- xvi. Destroying any evidence of malpractice, like, tearing or mutilating the answer script(s) or running away along with the answer script(s) from the examination Hall.

Notwithstanding anything contained above, any other activity in which the student has indulged and which in the opinion of the authorities of GHRCE constitutes malpractice/ use of Unfair means will be construed as malpractice/ use of Unfair means.

### **18.1 procedure for reporting malpractices / use of unfair means**

#### **For End Term / Semester Exam (ESE)**

- i. The Director shall constitute a vigilance cell (Flying Squad) to ensure proper conduct of examination and for prevention of unfair means (VCPUM) for each academic year to deal with the cases of alleged misconduct and use of unfair means in all the examinations conducted by the college. This cell shall submit its report and recommendations to the Director / Examination Committee for appropriate actions.
- ii. If the malpractice case is detected, the room invigilator / Flying Squad member will seize the incriminating materials and the answer script(s), and report the same to officer in-charge immediately in the prescribed form.
- iii. When malpractice / use of unfair means is brought to the notice of the officer In-charge either by Squad members or by the room invigilators, he/she shall hold a preliminary inquiry and take on record the report of the room invigilator, the statement of the student concerned. Only then he/she will forward unfair means report along with answer script(s) and other incriminating material and other enclosures in a sealed cover to the controller of Examinations. However, answer scripts of subsequent papers of such student noted under unfair means shall be sent directly to the valuation centre along with other answer script and shall not be marked as unfair means case anywhere.
- iv. The student, the room invigilator, the concerned Squad Member (if the case was detected by the squad member) shall be required to give their statement in the prescribed form supplied by the controller of examinations. These statements shall always be concise, specific and complete in every respect and include all the known facts and the relevant circumstances of the case and other evidences.
- v. The statement of all concerned shall be in their own handwriting.
- vi. If the student refuses to handover the incriminating materials or the student refuses to give the statement, the student shall be asked to record in writing his/ her refusal to give a



- statement. If he/she refuses to do even that the facts will be recorded by the officer in-charge and / or the squad member.
- vii. The student(s) noted under unfair means shall be allowed to write the subsequent papers. Having allowed to appear for the papers after noted the case under unfair means, the student/s shall have no claim over the performance of the subsequent papers. The answer scripts of those students noted under unfair means shall be evaluated and the results shall be kept in abeyance, until such time the Board of Examination approves the recommendations of the Examination Sub-committee appointed for the same.
  - viii. When, a student noted under unfair means the following steps shall be strictly adhered to:
    - Debar the student from writing that particular paper, in which he/she has been caught under alleged unfair means.
    - Issue a memo instructing the student to attend the meeting of the unfair means committee if required.
    - Send the answer script of that particular paper directly to the controller of examinations, along with relevant documents. It shall be super scribed on the left hand corner of the facing sheet as U/F Case. There shall not be an indication of U/F Case on the pages other than the facing sheet of the answer script.
    - Permit the student to write the subsequent papers of the examination, if any, and such answer scripts shall be sent to valuation centre along with other answer scripts, without being marked as U/F Case anywhere.

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**For Continuous Internal Evaluation Examinations (i.e. for CAE/TAE):**

- i. The Director shall appoint a team of Squad Members to ensure proper conduct of Examinations and prevent unfair means.
- ii. If the unfair means case is detected by the Room Invigilator/ Squad Member or any other official he/she shall seize the incriminating materials and the answer script(s) and report the same to the Controller of Examinations immediately. The room invigilator / squad member or any other official shall record their statement along with the statement by the student in the prescribed form.
- iii. If the student refuses to handover the incriminating materials or the student refuses to give the statement, the student shall be asked to record in writing his/ her refusal to give a statement. If he/she refuses to do even that the facts will be recorded by the room invigilator and / or the squad member.
- iv. Do not confiscate the identity card (ID).
- v. Permit the student to write the subsequent papers of the examinations, if any.

**18.2 Procedure For Imposing Penalties & Punishments  
For End Semester Examinations (ESE)**

- i. Examination Sub-committee (Unfair means committee) appointed by the Board of Examination, consisting of the Controller of Examinations (COE) as the Chairman, and other members shall be constituted to inquire into the Unfair means cases during the Examinations and to recommend the action to be taken on the cases to the Board of Examinations.
- ii. The above committee shall meet after the conclusion of each End Semester examination on the dates fixed by the COE and inquire on all matters connected with the students Caught using unfair means. After detailed inquired, the committee shall prepare a report giving its recommendation on the penalties and punishments to be imposed for the consideration of the Board of Examination.

- iii. In the case of failure by the student to attend the inquiry on the specified date, the committee shall inquire into the charges alleged against the student and impose the necessary penalties and punishments.
- iv. The student shall present his/her case himself/herself and shall not engage a legal practitioner for the purpose.
- v. The student is awarded punishment only once though he may have indulged in Unfair means in several papers. This punishment will be decided taking into consideration all Unfair means during the End Semester examination.
- vi. The Unfair means committee shall examine the evidences placed before it and inquire about the student for his/her involvement in the alleged Unfair means. After ascertaining the severity of the case, the Unfair means committee shall recommend suitable penalties or punishments on the student. The severity of the case shall be categorized as follows.
  - Possession of electronic gadgets without any material(s) or matter, materials(s) or matter on hand, palm, calculator etc. / written, printed matter or copy thereof, Which is/are not relevant to the paper the student is writing.
  - Possession of electronic gadgets with the materials related to the subject / materials or matter on hand, palm, calculator etc. / written, printed matter or copy thereof, which is/are relevant to the paper the student is writing.
  - Possession of electronic gadgets with the materials related to the subject / materials or matter on hand, palm, calculator etc. / written, printed matter or copy thereof, which is/are relevant to the paper the student, is writing and are particularly for the purpose of copying.
  - Possession of electronic gadgets with the materials related to the subject / materials or matter on hand, palm, calculator etc. / written, printed matter or copy thereof, which is/are relevant to the paper the student, is writing and are particularly for the purpose of copying and copied the material to the answer book.

While recommending the penalties or punishments, the quantity of the material or matter and relevance of the same to the paper in which the student is caught using Unfair means shall be taken in to consideration to decide the severity of the case.
  - Repeatedly use of Unfair means during the Examinations.
  - Threatening with weapons and impersonation.

**For Continuous Internal Evaluation Examinations (i.e. for CAE/TAE):**

- i. The committee will consist of the controller of Examinations (COE), the squad members and or the room invigilator concerned. The committee will meet on the same day on which the use of Unfair means is reported, with intimation to the student and decide the penalty and punishment.
- ii. The severity of the cases will be the same as mentioned for ESE

**Guidelines for recommending penalties & punishments:**

Sr. No.	Nature of Unfair means	Penalty / Punishment to be imposed
		End Semester Examination
1	Misbehavior with official or any kind of rude behavior in near the Examination Hall using obscene or abusing.	a. Value the answer script of the particular paper in which the student caught using unfair means and announce the result the normal way
2	Writing the Question paper/ Admission card & or passing to the other student in the Examination Hall.	b. Denial of benefit of performance of that particular paper in which the student is using unfair means.
3	Disclosing identity by writing any words or by making any peculiar marks or by writing USN on the pages other than the facing sheet in the answer scripts while answering.	c. Denial of benefit of performance of that particular examination (all the subjects for which the student had registered for the examinations).
4	Possession of Electronics devises like mobile, Programmable Calculator, Pen-drive, and any other electronics devises / storage devises in the Examination Hall	d. Debarring the student from appearing for one more subsequent Examination.
5	Communicating with any student or the any other person inside or outside the examination hall with a view to take assistance or aid write answers in the examination. Having any written matter on scribbling pad, calculator, palm, hand, leg, clothes, socks, instrument box. Identity card, hall ticket scales etc.,	e. Debarring the Student from appearing for two more subsequent examination
6	Copying form the material or matter or answer(s) of another student or from similar aid or assistance rendered by another within the examination hall.	f. Debarring the student from appearing for three more subsequent examination
7	Making any request of representation or offer of any threat for inducement or bribery to room invigilator and /or any other official for favours in the Examination hall or in the answer script.	g. Denial of review in any subject of that examination
8	Approaching directly or indirectly the teaching staff, officials or examiners or bring about undue pressure or influence or influence upon them for favour in the examination.	h. Denial of make Up examination benefit for any subject of that examination
9	Smuggling out smuggling in the answer script pages or supplementary sheets or tearing them off and/or inserting pages written outside the examination hall in to the answer scripts.	i. Rusticate the student form college.
10	Receiving material from outside or inside the examination hall, for the purpose of copying.	j. College authorities are not responsible of the mobiles confiscated during examination and they will not be returned to student.
11	Bringing into the Examination Hall or found in possession of portions of a book, manuscript, or such other material or matter to be brought in to the examination Hall.	The Examination Sub-committee shall recommend the punishments based on the severity of the case and the severity of the case shall be recorded.
12	Copying or taking aid from any material or	<b><u>Continuous Internal Evaluation Examinations(i.e. for CAE/TAE)</u></b> a. Awarding zero marks for that

	matter to answer in the examination.	component of CAE/TAE in which Unfair means was detected.
13	Having any written matter on scribbling pad, calculator, palm, hand, leg or any other part of the body, clothing, socks, instrument box, identity card, hall ticket, scales etc.	b. Awarding zero marks for that component of CAE/TAE in which Unfair means was detected.
14	Destroying any evidence use of Unfair means, like tearing or mutilating the answer script(s) or running away along with the answer script(s) from the examination hall or premises.	c. Awarding NE grade in the subject in which Unfair means was detected. However the candidate has the benefit of withdrawing that subject.
15	Committeeing other act or omission intending to gain an advantage or favour in the examination by misleading or inducing the examiner or officers or authorities of the college.	d. Awarding Ne grade in the subject in which Unfair means was detected, but the candidate is not allowed to withdraw that subject.
16	Repeated Indulging in Malpractice/ using Unfair means.	
17	Impersonation or allowing any other person to impersonate to answer in his/her place in the Examination Hall.	e. Same as <u>a, b, c &amp; d</u> but the punishment extended to one or more subjects the candidate has registered in that semester.
18	Threatening with weapons of any other means to the room invigilator, Members of the Flying squad, officers, officials of the Examination Centers/College	f. College authorities are not responsible of the mobiles confiscated during examinations and they will not be returned to students.

### **Authority for imposing penalties & punishments**

The Board of Examination will be the authority for approving or modifying the recommendations of the Examination Sub-committee (Unfair mans committee).

### **19.0 Other Examination Matters**

Also the examiners shall, if he/ she suspects use of unfair mans while valuing the answer scripts or other material such as insertion of answer sheet, revealing of identity or enclosure, such as currency, shall return the answer script with reasons in writing to the controller of examination and by name detest from further valuation. If already valued, marks shall not be entered in the regular marks lists in which the marks awarded to other students are furnished but enter them in a separate list which shall be enclosed in a sealed cover and forwarded to the controller of Examinations.

### **19.1 Questions Out of Syllabus / Wrong question/ Question with Incomplete data**

This matter shall be placed before the Examination Committee. The Examination Committee shall get the question paper examined by the Chairman, BOS concerned. On the report of the Chairman, BOS, Examination Committee shall either reject the representation or direct the examiner to allot full marks to those students who have attempted such question. The Chairman, BOS may take opinion of the subject expert.

### **19.2 Leakage of a Question Paper**

The College shall cancel the examination of a course on the leakage of a question paper. The College shall take the examination of this course after the last paper of schedule of the examination. A high level Enquiry committee constituted by the Director shall examine the causes, the reasons and the person(s) responsible for leakage of the question paper. There after the Enquiry Committee shall submit the report to the Director for necessary action.

### **19.3 Special Provision of Amanuensis/Writer**

- i) The Officer-in-Charge shall provide at his level the facility of amanuensis/writer to the blind examinee with extra time of one hour and to the physically handicapped examinee with extra time of half an hour over and above the stipulated time of the examination of the paper. The writer should be less qualified than the blind/physically handicapped student. Before providing any such facility the centre superintendent shall verify the medical certificate issued by a civil surgeon/orthopedic surgeon.
- ii) The Officer-in-Charge shall provide at his level the facility of giving extra half an hour, over and above the stipulated time of the paper, to write answers during the examination to the paraplegias, Orthopedically handicapped students who have hand co-ordination problem and to the visually handicapped students after verification of Medical Certificate issued by the Civil Surgeon/Orthopedic Surgeon.
- iii) The Officer-in-Charge shall send to the controller of examination a list of concerned writers and examinees to whom the above facilities have been provided at the centre.

### **20.0 Awards**

The Council/Board shall recommend to the Governing Body for Institution of scholarships, studentship, fellowship, prizes, medals etc. to the students for their excellent performance in various fields. Awards shall be available for excellent performance in Academics, sports, cultural & extra -curricular activities, debates, etc and are to be given to the students as prescribed in the Bye-laws. The details of different award of medals are as follows:

#### **Gold Medals:**

The College shall award a Gold Medal to the outstanding student (topper amongst all branches).

The College shall award Gold Medal to the best postgraduate student (topper amongst all Engineering branches).

The college shall award separate Gold Medal to the best post graduate student from Non-Engineering courses (MBA, MCA).

#### **Silver Medals:**

The College shall award a silver medal to the most outstanding graduate (topper) in each branch of Engineering.

The College shall award a silver medal to the most outstanding postgraduate student in each branch of Engineering, MCA & Business Administration.

#### **Eligibility for Medals:**

- a) The students completing each course of the undergraduate / postgraduate Programs in one attempt and having at least 75% attendance shall be considered to be eligible for the above medals.

If the topper student does not fulfill the above requirements, the medal shall be awarded to the next student in merit.

- b) In case the students having tie it shall be broken by considering the CGPA of the students. In case of a tie in CGPA, it shall be broken by considering the candidate's performance on the basis of SGPA of previous two semesters. If, however, the tie still exists, then considering the SGPA of previous four semesters and so on.
- c) Medals shall be awarded only if the number of students registered in a discipline is minimum ten.
- d) If a student declines the Medal, the same shall be awarded to the next student in Merit.
  - The College shall announce the Awards of Medal at least 20 days before the date of convocation.
  - The above Medals shall be awarded to the notified candidates in the convocation.

**20.1 Achiever's Award :** The student whose performance is best in the academic as well as extra-curricular, co-curricular and other activities taken together shall be treated as the Achiever of the year. He / she shall be awarded a Gold Medal.

**Criteria for selection of Achiever's Award:**

- CGPA Marks (40)
- Attendance marks(10)
- Co-Curricular (20)
- Extra-Curricular (20)
- Placement (10)
- Total (100)

**20.2 Toppers Award**

Two Merit Scholarships, one each of value of Rs. 5000/- and Rs. 2500/- along with Letter of Appreciation shall be awarded to only the first –two topper students of each section of various batches of the Undergraduate Engineering Programs as per detail given below:-

- i. First and second rank holders, in each section of class, based on the combined merit list of semester I & semester II examinations.
- ii. First and second rank holders, in each section of the branch, based on the combined merit list of semester III & semester IV examinations.
- iii. First and second rank holders, in each section of the branch, based on the combined merit list of semester V & semester VI examinations.
- iv. First and second rank holders, in each section of the branch, based on the combined merit list of semester VII & semester VIII examinations.

The eligibility conditions for Award of Medal shall be also applicable for the toppers awards.

The toppers awards shall be distributed in each year by the competent authority in a well organized function in which the recipients of awards as well as their parents shall participate.

### **20.3 Sponsored Scholarship / Medals / Prizes**

The College may accept donations for instituting a scholarship / medals / prizes for meritorious/deserving and needy students. The donation received on this account shall be put in a separate fund and the amount of scholarship/medals/prizes shall be paid out of this fund.

- i) The offer for instituting the scholarship/medals/prizes should be addressed to the Director of the College.
- ii) The institution of scholarship/medals/prizes shall be done through an agreement between the College and the donor.
- iii) The acceptance of offer in each case would be decided by Board of Management.
- iv) The amount to be donated by scholarship shall be minimum Rs. 2 Lacs (Rs. Two Lacs only). Donation of scholarship shall be for ten months. Minimum amount of scholarship shall be Rs. 1500.
- v) The minimum amount for acceptance of donation by College for instituting a medal or prize in the name of one person shall not be less than Rs. 25,000.
- vi) The payment shall be made through bank draft in favor of “Director, G. H. Rasoni College of Engineering, Nagpur”, payable at Nagpur.

Eligibility conditions for Award of Medal shall be also applicable for the sponsored scholarship / prizes / medals.

These prizes shall be also awarded during convocation specially arranged for the College.

**20.4 Honor of Flag Hoisting:** Every year Topper of 3<sup>rd</sup> year (Avg SGPA of Vth & VIth sem of previous year) shall get the honor of Flag hoisting on the occasion of 15<sup>th</sup> August. Topper of VIIth sem shall get the honor of Flag hoisting on the occasion of Republic day 26<sup>th</sup> January.

### **31.0 Placement Rules**

- Students admitted from academic year 2015-16 of CBCS scheme, minimum 100 credits are required for the placement purpose on the basis on company criteria.
- All the students have to fill up data in prescribed format issued by placement cell within given time frame without fail. Failure to do so, student will not be considered for the process of placement till further notice. Incomplete filled data will be rejected and considered as non submission of data.
- It is expected that students must be in full college uniforms at the time of placement drive.
- Student has to bring all his/her testimonials and necessary documents (e.g. College ID card, Resume (3 copies), Original Documents, mark sheets of X, XII and all semester mark sheets, Leaving certificates, recent passport size photos in college uniform, curriculum vitae, etc. ) at the time of placement drive without fail.
- It is advised to be well prepared in advance for the selection process (e.g. technical test, aptitude test, MCQ, subjective test, GD & PI etc.)
- It is student's responsibility to go through the company norms (job profile, salary, bond, increment, probation period etc.) for the purpose of placement.
- After getting selected in one company, student will not be allowed to appear for other company's selection process, whether he/she is willing to join the company in which he/she has already been selected.

- If any student will be found with any kind of misbehavior or violating the process of placement, his/her registration will be cancelled with immediate effect and he/she will not be considered for upcoming campus interviews.

Use of mobile phone is strictly prohibited during entire selection process.

#### **22.0 Issue of College Certificate:**

Student has to apply in prescribed application form available in institute office for issuing college certificate.

#### **22.1 Issue of College Leaving Certificate:**

If during the course of studies, candidate desires to discontinue studies for any reason whatsoever, he or she shall be allowed to do so and it shall be presumed that he or she has cancelled admission at that stage. The Director shall issue college Leaving Certificate and fees shall be refunded as per the rules and regulation.

#### **22.2 Issue of College Bonafide Certificate:**

The student shall apply for bonafide certificate in a given format along with current semester College ID.

#### **22.3 Issue of Document Verification Certificate :**

The students are required to come in person to the institute office(student section) to request verification of document (mark sheets, degree, passing certificate etc.).The candidate shall apply for document verification certificate in a given format(available on institute website <http://ghrce.raisoni.net>) along with attested Xerox copies of mark sheet and prescribed fees as below.

<b>Type of certificate</b>	<b>Fees*</b>	<b>Processing time</b>
Document verification	Rs 500/- per document( Rs 100/- postal charges extra)	One day

\*Fees prescribed by finance committee in time to time shall be applicable.

#### **22.4 Issue of Duplicate Mark Sheet and TC**

The students are required to come in person to the institute office (student section) to issue duplicate mark sheets and TC . The candidate should submit application along with copy of FIR and Affidavit along with attested Xerox copies of documents and prescribed fees as below.

<b>Type of certificate</b>	<b>Fees*</b>	<b>Processing time</b>
Duplicate mark sheet/ TC	Rs 500/- per mark sheet Rs 1000/- for TC	4-5 days

\*Fees prescribed by finance committee in time to time shall be applicable .



### 22.5 Issue of Transcript

After successful completion and award of degree(number of courses and credits) transcript may be issued to the students as per scheme of the program.

Candidates can apply for transcripts by submitting application(available on institute website <http://ghrce.raisoni.net>) & photocopies of the grade sheets, name of the University where he/she wish to apply and prescribed fees.

Type of certificate	Fees*	Processing time
Transcript	Rs 1000/- for first set of copy and Rs 300/- extra per set	4-5 days

\*Fees prescribed by finance committee in time to time shall be applicable.

### 22.6 Passing Certificate / Provisional Degree

The students, who have completed all requirements as set out in these rules and regulations, will be eligible for issue of Passing Certificate/ provisional certificate during graduation day ceremony of the institution, duly signed by the CoE and Director.

### 22.7 Award of Degree and Degree Certificate

After successful completion of the program at the Institution, the student will be eligible for award of degree in subsequent convocation of the RTM University, Nagpur. A student shall be eligible for the award of the degree only if the student has

- Passed all prescribed courses.
- Attained the minimum required CGPA.
- Satisfied minimum academic requirements.
- Satisfied all requirement specified by the concerned department; if any.
- Satisfied all requirements specified by the Academic Council and/or ordinances.
- Paid all the dues to the institute.
- No pending case of indiscipline.

The degree certificate in person will be distributed from the Institution office after submitting the copies of grade sheets(original) of all semesters and proving his / her identity.

### 23.0 Transitory Regulations

These regulations are applicable to students who were discontinued for some reasons and rejoin the program, then he shall be governed by the scheme of examination, syllabi contents and the rules and regulations in force at the time of rejoining of student.

A candidate, who is detained or discontinued in the year/semester, will be admitted to the same semester on paying the prescribed fees as decided by BOG time to time. On readmission, he shall be required to pass in all the courses in the curriculum prescribed for such batch of students in which the student joins subsequently. However, exemption will be given to those candidates who have already passed in such courses in the earlier semester(s) he was originally admitted into.

### 24.0 Code of Conduct for Students

- a. It is imperative that the students strictly adhere to the day of opening and closing of each term during the academic year.

- b. The student should note that he/she is responsible to the authorities of the Institute not only for his/her conduct in the premises of the Institute but also for his/her conduct in general, outside the premises as well.
- c. If reported, observed objectionable conduct within or outside the premises of the Institute and hostel, will make him/her liable for strict disciplinary action.
- d. If students found guilty of Ragging, he/she will liable for punishment according to clause 9.1 of the regulations, as per the High Court decision for University Act. 1956-Regulation 26(1)G-2009.
- e. The student should not participate in any political or antisocial activities.
- f. Student should help in maintaining the buildings and the campus of the Institute clean and tidy.
- g. If a student remains absent for lectures or practical without prior, written permission of the HoD/Director, he/she will have to pay a heavy fine per lecture and/or practical for his absence along with any other punishment of academic nature as decided by the authorities.
- h. If a student remains absent from the Institute for continuous period of ten days without prior permission of the Dean/Director, the Management reserves the right to cancel his admission from the Institute and to strike out his/her name from the roll. Such a student will not be entitled for any refund.
- i. Student must abide by the rules and regulation frame by the Institute from time to time.
- j. The student is expected to read the notices put on the notice board of the college regularly. The college is not responsible for any loss or damage caused to the students due his failure to read the notices from time to time.
- k. The change in the residential address of the student must be communicated to the office immediately.
- l. Students should carry their identity card while in the college.
- m. Specific sets of regulations covering particular areas of the college may be posted time to time by the dean, after being approved by the college management committee and must be respected.
- n. Dress code: The student must wear the college uniform on every working day except Saturday and at the time of college functions. The student should wear uniform compulsorily as per following specification.
  - a. For Boys: Dark green trousers and blazer with white stripped shirt and green tie. Only black shoes are permitted.
  - b. For Girls: Dark green trousers and blazer with white stripped shirt. Only black shoes / Bellies are permitted
- o. At the time of the admission every student sign a declaration pertaining to the Ordinance i.e. on admission, he/she shall submit him/herself to the disciplinary jurisdiction of Director and other authorities of the College who may be vested with the power to exercise the discipline under the Rules, Regulations.
- p. A student shall be liable for disciplinary action for misconduct, Ragging and for violation of code of conduct.

The following acts or omissions shall constitute misconduct.

- i. Physical assault or threat to use physical force, against any member of the teaching and non-teaching staff of College/Department and against any student within the College.
- ii. Carrying of, use of or threat to use any weapons.
- iii. Violation of the status, dignity and honour of a student belonging to the scheduled castes and scheduled tribes.
- iv. Any practice, whether verbal or otherwise, derogatory to women.
- v. Creating ill-will or intolerance on religious or communal ground.
- vi. Willfully disrupting any teaching, study, assessment or research activities or the administration of the College.
- vii. Willfully obstructing officer or employee of the College in the performance of his or her duties.
- viii. Willfully damaging or wrongfully dealing with any property under the control of the College; any property on College premises; or property on a location where a student is present under the auspices of the College.
- ix. Disobeying or failing, without reasonable cause, to observe any provision of the Bye-Laws, or any rule made by the Council/Board or of any resolution of the Council/Board of which students have been duly notified.
- x. Disobeying, without reasonable cause, any instruction of an officer or employee of the College, including failing to leave any building or part of a building when directed to do so;
- xi. Withholding relevant information or furnishing false or misleading information for purposes connected with academic progression or enrolment or proposed enrolment as a student, whether such withholding or furnishing of information takes place before or after the person becomes a student of the College;
- xii. Contravening any rule made by the Council/Board in relation to the conduct of written assessment;
- xiii. Acting dishonestly or unfairly with respect to:
- xiv. The preparation or presentation of any essay, project, thesis or other work to be assessed; or
- xv. Any examination conducted by the College.
- xvi. Indulging in Cyber Crime.

### **Termination from the Program**

The admission of a student to the UG program may be terminated and the student may be asked to leave the institution in the following circumstances:

- The student fails to satisfy the requirements of the program within the maximum period stipulated for that program.

- The student fails to satisfy the norms of discipline specified by the Institution from time to time.

### **25.0 Grievance Appeal Committee for the Students**

- A College Student who is not satisfied with the College's final decision on a grievance involving any issue set forth may appeal against the decision to the Chairman, Governing Body (GB). In order to appeal to the Chairman the Student must file a petition for a contested case hearing with the Office of Chairman of Governing Body (GB) within 14 calendar days after receipt of the institute's final agency decision.
- A Student alleging unlawful discrimination has the right to bypass the institute's grievance procedure in order to appeal directly to the Chairman, GB. In order to appeal to the Chairman, the Students must file a petition for a contested case hearing with the office of Chairman within 15 calendar days after receipt of notice of the alleged discriminatory action. Any Student who files a grievance through the College's grievance procedure must comply with the College's timeline to file a grievance.

### **Composition of Grievance Appeal Committee**

- a) The Chairman of Academic Council/Board of the College shall constitute a Grievance Appeal Committee consisting of the following persons:
  - i) A Senior Professor/Senior Dean - Chairman
  - ii) A Senior Lady Faculty member of the College
  - iii) One teacher representative who is fully conversant with Rules & Regulations of College.
  - iv) One representative of a student who is fully conversant with Rules & Regulations of College.
- b) The hearing should be completed within 1 month & normally 5 hearings should be arranged during this period. Thereafter the Committee shall submit a report within a week to the Director. The Director shall take decision on it within 7 days and his / her decision shall be communicated to the applicant as well as to the Academic Council/Board.

### **College Students or former College Students may file a grievance based on**

- i) Victimization by a Teacher while allotting marks in answer sheet;
- ii) Physical assault by a staff of the college;
- iii) Favour and partiality committed by the teacher / staff;
- iv) Sexual Harassment;
- v) Denial of sports facility;
- vi) Any other academic & non-academic matter.

### **Any College Students or Ex College Students may file a grievance based on**

- i) Failure to follow systematic procedures in (where discrimination is not alleged)
- ii) Denial of a request to remove inaccurate or misleading information from the Student's personnel file;

- iii) Individuals with a sexual harassment Enquiry or complaint may be more comfortable speaking with someone of their gender. They have the option of meeting with a staff member / student of a preferred gender before the Grievances Appeal Committee.

Once an individual discloses identifying information to the official contact of the College, he/she will be considered to have filed a complaint with the College.

### **Grievance Procedure**

#### **a) Filing Requirements**

- i) **Time Limits:** A party having a grievable issue (other than unlawful discrimination) under this policy must file a grievance within 7 calendar days from the date the party receives notification of the action or occurrence forming the basis of the grievance. Failure of a party to file a grievance within the specified time limit relieves the College of any and all responsibilities under this procedure and constitutes a waiver by the party of any right under this procedure.

- ii) **Completion of Grievance Form :** A Student filing a grievance must submit in a prescribed form available.

#### **b) Referral of Discrimination/Harassment Allegations to Office for Equal Opportunity**

Any discrimination or harassment or retaliation relating thereto, the allegation must be heard on priority basis normally within 14 days.

#### **c) Representation**

Neither party to a grievance may be represented by an attorney or other person during the internal agency grievance procedure.

#### **d) Abandonment**

The grievant will be notified that the College has deemed the grievance to be abandoned and that the matter has been administratively closed.

#### **e) Time for Issuance of Final Decision**

- i) The College's final decision shall be issued within the time limits specified below unless both parties mutually agree to additional time. If the College's final decision is not issued within the timeframe specified below, the grievant may appeal to the Director within 7 calendar days of the applicable deadline.
- ii) Final decisions on grievances involving suspension or dismissal shall be issued no later than 30 calendar days from the date the grievance was accepted.
- iii) Final decisions on grievances involving unlawful discrimination or harassment shall be issued no later than 15 calendar days from the date the grievance was accepted. In case the College issues a final decision prior to the expiry of the 15-day investigation period, the College shall waive in writing its right to consider the grievance for the remainder of the 15-day period; if the grievant wishes to appeal against the final decision, he or she acknowledges the College's waiver in writing.
- iv) Final decisions on grievances involving any other grievable issue shall be issued not later than 30 calendar days from the date the grievance was accepted.

#### **f) Grievance Assistants**

- i) Each party to a grievance may ask a fellow College Students to assist, but not represent the party during the grievance process. The grievance assistant must be a College Student who has no active disciplinary action on file. The grievance assistant may serve only in an advisory capacity, not as an advocate or spokesperson for the grievant or for management. The grievance assistant may not serve as a witness in any grievance hearing.
- ii) A grievance assistant must have prior supervisory approval to serve as a grievance assistant. A Student may serve as a grievance assistant not more than twice in any calendar year.
- iii) Management should make every effort to approve a Student's request to serve as a grievance assistant. However, management, in its discretion, may deny the request if approving the Student to serve as a grievance assistant would interfere with the execution of the Student's classes.
- iv) Information shared during the grievance process between grievance assistants and the parties shall remain confidential and shall not be divulged except as may be required by law.

#### **26.0 Psychological Counselor**

Psychological counselor for students is available in campus for helping students.

#### **27.0 Career Guidance Cell**

Today's graduating engineers have a wide range of opportunities and options to pursue their carrier. In order to guide the students to make a selection based on their interests and skills, GHRCE conducts carrier counseling seminars on campus in various areas.

#### **28.0 Research and Development**

For monitoring the research and development activities taking place in the college, the Director shall constitute a R&D Cell.

The following shall constitute the R&D Cell

- i. Dean R&D:
- ii. Associate Dean R&D
- iii. One R&D coordinator from each department.

#### **28.1 Objective:**

- i. R&D fund allocation & creation of R&D facilities.
- ii. R & D promotion activities of Staff and Students such as participating in conferences, seminars, workshops, etc.
- iii. To promote & keeping track of research publications in conferences and journals.
- iv. Registration of candidates for ME by research and Ph.D.
- v. Encouraging research proposals for external funding agencies and filing of patents.
- vi. Designing norms for promoting research & incentives for motivation.

**28.2 Norms** (For any R&D activity related to participation in conference, workshop etc.):

- i. Courier Charges / Postage / Ticket cancellation charges for conferences in India shall not be admissible. For conferences to be held abroad, these charges shall be admissible maximum up to Rs.1000/-.
- ii. Conference proceeding shall be submitted to departmental library and submission slip is to be attached with bills while-setting an account. The same copy can be further kept in departmental library by issuing from central library.
- iii. The conference should be at reputed places like, IIT, NIT etc and should be at All India level where renowned experts from India and foreign countries participate. These cases shall have to be duly justified by the Departments. Name of College should appear as affiliation in the research papers should be indexed.
- iv. Faculty shall also apply to organizers for subsidy under different clauses.
- v. After the event, the faculty must give presentation in the department and submit a summary of participation to R&D coordinator of their department through HOD. Advance if taken shall be sealed within seven days from the date of return else it shall be deducted from salary.
- vi. For the settlement of accounts with account section, after the participation in International or National conference; the claimant shall route the format (Attached here with) through respective HOD, R&D cell In charge. For International conference held abroad, if the expended amount is over and above the sanctioned one; then the matter shall be referred to Hon'ble Chairman Sir. Accounts should be settled in 3 days.
- vii. The certificate of participation shall be submitted to departmental R&D Coordinator & Accounts officer.
- viii. Ph.D. supervisor/students shall be eligible to avail R&D promotion facilities only when they mention name of college along with their names as first author of the paper. R&D promotion facilities shall not be applicable if the supervisor/students is from other institutions and not the employee of college.

**28.3 R&D Initiatives:**

**Initiatives for Under graduate Students**

- i. Students are encouraged to participate in workshops, seminars, paper presentation and project competitions.
- ii. They are motivated to undertake industry based projects.
- iii. Registration fees and one way fare for National conference/workshop/seminar is provided to students.
- iv. For SC/ST/OBC students, registration fees and two way fare is provided.
- v. Winner Students are provided with 100% financial assistance as regards registration fees and traveling expenses.
- vi. Few students have been provided fund for participation even in International events.
- vii. Plagiarism check for thesis/research paper before submission.

**Initiatives for Postgraduate Students**

- i. It is mandatory to undertake dissertation work pertaining to live industrial problems/cutting edge technologies.

- ii. They are required to refer minimum 5 journal/transaction papers for finalizing the topic for dissertation.
- iii. Monthly progress seminars are conducted to assess the work.
- iv. External experts are being called for the evaluation of the quality of the work during the year & at the time of topic selection.
- v. Before submission of the final dissertation, students are required to publish one paper in reputed international conference/journal
- vi. Guest lectures and industrial visits are regularly organised to focus on thrust areas.
- vii. 100% Financial assistance is provided for publishing the paper in journal.
- viii. 100% Financial assistance for developing the experimental setups for the dissertation work.
- ix. Plagiarism check for thesis/research paper before submission.

#### **Initiatives for Ph. D Scholars**

- i. Pre-registration seminar is organised at the departmental level.
- ii. Six monthly progress seminars are conducted wherein external experts in relevant field from reputed institutes/industries are called for review.
- iii. Students are encouraged to submit research proposal to external funding agencies on the topic of their research along with guide.
- iv. Financial assistance is provided for experimental work, purchase of books/equipments and publishing the research papers in journals and conferences.
- v. Students are required to submit six monthly progress reports and future plan of work.
- vi. Students are sent to IITs/NITs for their knowledge up-gradation.
- vii. Patent awareness program is regularly arranged
- viii. Plagiarism check for thesis/research paper before submission.

#### **28.4 Rules for Students:**

- i. For Local Conference/Seminars/Workshop only Registration fee shall be granted for one event per year on producing the desired documents of the event.
- ii. For in house events no funding shall be provided.
- iii. For out station participation i.e. for attending Conference/Workshop etc. Students should avail Railway concession facility.(no funding shall be provided for bus travels)
- iv. For SC/ST & OBC candidates' one way fare through Railway concession facility and remaining shall be reimbursed on producing ticket by R&D cell.
- v. For winner 100% of actual project cost shall be reimbursed provided the intent is submitted at least one month prior to the event. The matter shall be placed for scanning by the scrutiny committee.(no boarding and lodging charges shall be reimbursed)
- vi. In case of International Conference held abroad 90% of TA is to be given in case of SC/ST & OBC students where as 50% for open students subjected to approval by Chairman. This facility can be availed by UG & PG students once in a year with the recommendation of the department.
- vii. CD copy, Xerox, Speed post/Courier charges, DD commissions, and visa charges shall not be considered for reimbursement.
- viii. Participating students shall submit Application complete in all respect forwarded by departmental R&D coordinators & HOD to R&D cell In charge with following enclosures.



- Leaflet of conference/seminars showing Venue, date & Registration fee.
  - Full paper of project report.
  - Original Tickets
  - For “On spot competitions” participation report to be submitted.
  - Certificate of Participation.
  - Caste Certificate.
  - Plagiarism report
- ix. For paper presentation reimbursement, claim of only one student shall be entertained for Registration fee if event is local else for out station events participation one way fare with Railway concession shall be recommended along with Registration fee.
- For project competition, claim for maximum two participants shall be entertained for registration fee.
  - In case of participation of students in national paper presentation/poster competition/project competitions exhibitions, at the most only one student can be promoted at a time for an event and activity.
  - In case of participation of students in international paper presentation/poster competition/project exhibitions, only one student can be promoted at a time for an event provided they fulfill the norms stated above and with the approval from Hon’ble Chairman.

The first winner of an event shall be granted all admissible expenses of the event subject to approval from Hon Chairman.

Proposals for participation are to be submitted at least two months prior for International event and one month for National event to R&D cell for processing.

For National Conferences/Seminars the Check list for enclosure is as below:

- Proposal forwarded with adequate Justifications, merit, by HOD.
- Leaflet of conferences showing Venue, date & Registration fee, accommodation facility etc.
- Conference Acceptance letter.
- Full paper
- Reviewer’s comments, if any
- NOC from co-authors.

All above documents to be attached with Desired format of the proposal. R&D cell shall held its meeting every week for discussions on the research proposals and further processing of those.

Faculty member/Student with any innovative idea, project; can interact with members of R&D cell after the meeting every week.

## **29.0 Interpretation of Regulation**

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 Chairman, Academic Council shall be final and binding.

### 30.0 Emergent Case

Notwithstanding anything contained in the above regulations, the Chairman of the BoM / Academic Council may, in emergent situations take action on behalf of the BoM / Academic Council as he deems appropriate and report it to the next meeting of the BoM / Academic Council for its approval.

### 31.0 Various Academic Bodies

#### 31.1 Governing Body / Board Of Management (From Session 2015-16 Onwards)

S. N.	Name of Member	Affiliation / Organization	Designation within BoG
1.	Shri. Sunil Raisoni	Hon'ble Chairman, Ankush Shikshan Sanstha, Nagpur and Eminent Educationalist.	Chairman
2.	Mr. Nitin Tatiya	Secretary, Ankush Shikshan Sanstha, Nagpur	Member
3.	Dr. U.B. Desai	Management Representative, Director, IIT, Hyderabad	Member
4.	Dr. S.S. Gokhale	Management Representative, Director, LNMIIT, Jaipur	Member
5.	Dr. T. Santhanakrishnan	Management Representative, NPOL, Kochi	Member
6.	Shri. Kamlesh Pande	Industry Representative, Chief Consultant, Forbes Marshall Ltd., Pune	Member
7.	Shri. Gulabrao Thakre	Hon'ble Joint Director, DTE Representing Director, DTE Maharashtra /State Government Nominee	Member
8.	Dr. Dinesh Panjwani	UGC Nominee (Principal, R.D. National College, Mumbai).	Member
9.	Dr. D.K. Agrawal	Vice Chancellor's Nominee and Director, BCUD, RTMNU	Member
10.	WRO	Ex-Officio	Member
11.	Letter Sent - Approval Awaited	AICTE Nominee	Member
12.	Dr. B.P. Butey	Director's Nominee, Teacher	Member
13.	Dr. S.B. Jaju	Director's Nominee, Teacher	Member
14.	Dr. P.B. Nagarnaik	Dy. Director, GHRCE, Nagpur	Member
15.	Dr. A.Y. Deshmukh	Dy. Director, GHRCE, Nagpur	Member
16.	Dr. P.R. Bajaj	Director, G.H. Raisoni College of Engineering, Nagpur.	Member Secretary

### 31.2 Composition of Academic Council /Academic Board (From Session 2015-16 onwards)

Sr. No.	Name	Designation at Institute	Designation at Academic Council / Academic Board
1.	Dr. P. R. Bajaj	Director, GHRCE	Chairman
2.	Dr. B. B. Aahuja	Director, COE, Pune	Member, Educationist Expert 1
3.	Dr. V.A. Mhailsalkar	Professor, VNIT, Nagpur	Member, Educationist Expert 2
4.	Dr. Prasad Krishna	Professor, NIT, Surathkal	Member, Educationist Expert 3
5.	Dr.N. Shivaprakash	Professor, IISc, Bangalore	Member, Engineering Expert 4
6.	Dr. M. D. Choudhary	Dean, Faculty of Engineering & Technology, RTMNU, University Nominee	Member, Nominee of RTMNU
7.	Dr. K.D. Kulat	Professor, VNIT, Nagpur	
8.	Dr. N.K. Choudhary	Principal, Bhagwati College of Engg.	
9.	Dr. A.Y. Deshmukh	Professor, Electronics Engg	Member
10.	Dr. S.B. Jaju	Dean, Quality Assurance	All Deans
11.	Dr. U.S. Wankhede	Dean, R & D	
12.	Dr. S.D. Giripunje	Dean, PG	
13.	Dr. S.S. Salankar	Dean, Students	
14.	Prof. K.D. Joshi	Dean, III	
15.	Dr. A. K. Mahalle	Dean, Admin	
16.	Prof. A. Thomas	HoD, Computer Science & Engg.	H.o.D. Members
17.	Prof. N. A. Chavan	HoD, Information Tech.	
18.	Dr. P. Y. Pawade	HoD, Civil Engg.	
19.	Dr. P. V. Walke	HoD, Mechanical Engg.	
20.	Dr. S. S. Dorle	HoD, Electronics Engg.	
21.	Dr.M.M.Khanapurkar	HoD, Electronics & Telecomm. Engg.	
22.	Dr. P.M. Daigavane	HoD, Electrical Engg.	
23.	Dr. K. S. Mukharjee	HoD, MBA	
24.	Prof. A.U. Gahankari	HoD, MCA	
25.	Dr. B. P. Butey	Dean First year	
26.	Dr. V.K. Chandrakar	Spot Valuation Incharge, GHRCE	Teacher Members
27.	Prof. S.S. Wankhede	Controller of Examination GHRCE	
28.	Dr. R.S. Shelke	Associate Dean, PG	
29.	Prof. K.K. Jajulwar	Associate Dean, Students	
30.	Awaited		State Government Nominee
31.	Ms. Nirali Mehta	Final Year ETRX Student	Student Member
32.	Dr. P.B. Nagarnaik	Deputy Director and Dean Academics, GHRCE	Member Secretary Nominated by Director
33.	All Professors	Professor of all departments	Invited Members

### 31.3 Finance Committee

<b>Sr No</b>	<b>Name of Member</b>	<b>Designation</b>	<b>Designation within Committee</b>
1	Dr. Preeti Bajaj	Director, GHRCE	Chairman
2	CA Mr. Nitesh Sanklecha	Director Procurement	Member
3	Dr. D. V Padole	Professor, ETRX Dept	Member
4	Prof. S.S. Wankhede	Controller of Examinations	Invited Member
5	Dr. P.Y.Pawade	HoD, Civil Engg	Invited Member
6	Mr. A.P. Kadam	Accounts Officer	Member
7	Dr. A. Y Deshmukh	Professor, Electronics Engg	Member Secretary

### 31.4 Examination Committee

<b>Sr No</b>	<b>Name of Member</b>	<b>Designation</b>	<b>Designation within Committee</b>
1	Dr. Preeti Bajaj	Director, GHRCE	Chairman
2	Dr. S D Giripunje	Dean PG	Member
3	Dr. P.Y.Pawade	Professor, Civil Engg	Member
4	Dr.S.B. Jaju	Prof. Mechanical Engg	Member
5	Dr.P.B. Nagarnaik	Dean Academics	Evaluation Expert
6	Prof.S.S.Wankhede	Controller of Examinations	Member Secretary

### 31.5 Board of Studies (BOS)

#### Board of Studies of Computer Science & Engineering (2016-2018)

Sr. No.	Name	Designation/Affiliation	Designation in BoS
1.	Prof. Achamma Thomas	HOD	Chairman
2.	Dr.U.N.Shrawankar System Programming & Operating System.	Associate Professor	Faculty Representative
3.	Prof. S.U.Nimbhorkar Security, Software Engg.	Assistant Professor	
4.	Prof. Nekita Chavhan Mobile Technology	Assistant Professor	
5.	Dr.D.V.Padole, Embedded System & VLSI	Associate Professor	
6.	Dr.Yagyadutt Sharma Arya	Pro-Vice Chancellor,Invertis University,Bareilly,UP	1. Subject Expert
7.	Arun Yadav	TCS,Nagpur.	2. Subject Expert
8.	Dr.P.S.Deshpande	V.N.I.T.,Nagpur.	University Nominee
9.	Ms.Sonal Modi	Center Head (Training),L&T Infotech.Pune	Professional Expert from Industry
10.	Dr.Dipti Shrimankar,Assistant	Professor,V.N.I.T., Nagpur	Alumni Members (PG)
11.	Dr. Preeti R. Bajaj	Director, GHRCE	Permanent Invitee
12.	Ku.Amrit Kaur	Final Year Student	1.Student Nominee
13.	Ku.Sumita Das	Final Year Student	2.Student Nominee
14.	Prof. Swapnili Karemore, Embedded Systems	Assistant Professor	Co-opted Members
15.	Prof. Prasheel Jhungare, Sensor Networks	Assistant Professor	
16.	Chintak Sutharia,	Sr. Project Manager, Persistent Systems Pvt Ltd. Nagpur	

**Board of Studies of Department of Electronics Engineering And Electronics  
Telecommunication Engineering  
(2016-2018)**

<b>Sr. No</b>	<b>Name and Contact Details</b>	<b>Department and Organization</b>	<b>Designation in BOS</b>
1	Dr. M. M. Khanapurkar	Professor & Head, Electronics & Telecommunication Engineering Department, G. H. Rasoni College of Engineering Nagpur	Chairman
2	Dr. Preeti Bajaj	Director, G. H. Rasoni College of Engineering Nagpur	Permanent Invitee
3	Dr. S.S. Dorle	Professor and Head , Electronics Engineering Department, G. H. Rasoni College of Engineering Nagpur	Faculty Representative (Communication Systems)
4	Dr. A.Y. Deshmukh	Professor, Electronics Engineering Department, G. H. Rasoni College of Engineering Nagpur	Faculty Representative (VLSI)
5	Dr. S.S. Salankar	Professor, Electronics and Telecommunication Engineering Department , G. H. Rasoni College of Engineering Nagpur	Faculty Representative (Image Processing)
6	Dr. D.V. Padole	Professor, Electronics Engineering Department, G. H. Rasoni College of Engineering Nagpur	Faculty Representative (Embedded Systems)
7	Dr. S.D. Giripunje	Professor, Electronics Engineering Department, G. H. Rasoni College of Engineering Nagpur	Faculty Representative (Soft Computing)
8	Dr. K. Hari	Professor, Department of ECE, Indian Institute of Science, Bangalore	Subject Expert
9	Dr. A. N. Rajagopalan	Professor, Electrical Engineering Department , IIT, Madras (TN)	Subject Expert
10	Mr. Ashish Poogalia	Amazon Nagpur	Subject Expert nominated by RTMNU , Nagpur
11	Mr. Arvind Kumar	Software Engineer, TCS Nagpur	Professional Expert from Industry
12	Dr. Prashant Sharma	Director , Smart Drivers Pvt. Ltd.	PG Alumni Member from Industry
13	Kumar Shubham	Topper of VI semester ( E & TC)	Student Nominee (ETC)
14	Dhanshree Ronge	Topper of VI semester ( ETRX)	Student Nominee (ETRX)

**Board of Studies of Department of Electrical Engineering  
(2016-2018)**

<b>S.No.</b>	<b>Name</b>	<b>Designation/Affiliation</b>	<b>Designation in BOS</b>
1	Dr. P.M.Daigavane	Professor & Head of Electrical Engineering	BOS Chairman
2	Dr. S.G.Tarnekar,	Professor Electrical Engineering	Faculty Representatives (Power System) (Senior Teacher)
3	Dr.V.K.Chandrakar	Professor Electrical Engineering	Faculty Representatives FACTS System
4	Prof.H.S.Dalvi	Asso.Professor Electrical Engineering	Faculty Representatives Non-Conventional Energy
5	Prof.K.D.Joshi	Asso.Professor Electrical Engineering	Faculty Representatives Power Electronics
6	Dr. R.N.Awale	Professor, Dept. of Electrical Engineering VJTI Mumbai	1.Subject expert
7	Dr.R.P.Maheshwari	Professor,Deptt of Electrical Engineering IIT Roorkee	2.Subject expert
8	Mr.Anil Kumar Verma	ABB India Ltd.	3.Subject expert nominated by Vice-chancellor RTMNU, Nagpur
9	Shirish Ranade	DGM Reliance Energy Ltd	Professional expert from Industry
10	Rahul Kaskhedikar	MD,Electronica ,high Tech Pune	Alumni member
11	Kunal Kawle		UG Student Member
12	Rupali Bisen		PG Student member
13	Prof J.G.Choudhary	Asso.Professor Electrical Engineering	Co-Opt Member(Electrical drives)
14	Dr.M.B.Daigavane	Principal GHREIT Nagpur	Co-Opt Member (Power Electronics)

**Board of Studies of Department of Mechanical Engineering  
(2016-2018)**

S.No.	Name	Designation/Affiliation	Designation in BOS
01	Dr. P. V. Walke,	Professor & Head of Mechanical Engineering	Chairman
02	Dr. V.M. Kriplani,	Professor Mechanical Engineering	Faculty Representatives (Thermal Engineering) (Senior Teacher)
03	Dr.S.B.Jaju	Professor Mechanical Engineering	Faculty Representatives (Industrial /Manufacturing engineering)(Senior Teacher)
04	Dr. U. S. Wankhede,	Professor Mechanical Engineering	Faculty Representatives (Heat Power Engineering) (Senior Teacher)
05	Dr. S. L. Bapat	Professor, Dept. of Mech. Engg., IIT Bombay	1.Subject expert
06	Dr. A.M. Kuthe	Professor, Dept. of Mechanical Engg. VNIT Nagpur	2.Subject expert
07	Dr. S.S.Pande	Professor, Mech. Engg. Dept.IIT, Bombay	3.Subject expert nominated by Vice-chancellor RTMNU, Nagpur
08	Mr. Sanjay Nibandhe	Deputy Director,(ARAI) Automotive Research Association of India, Pune	Expert member from Industry
09	Mr. Kartik Borikar	Managing Director KKE Washing systems Pvt. limited, Nagpur, Mb. 096733 31588	Alumni member from Industry
10	Dr. A.K.Mahalle	Professor Mechanical Engineering	Co-opted member (Machine Design Engineering)
11	Dr. R. S. Shelke	Associate professor	Co-opted member (Renewable Energy)
12	Dr. V.N.Bhaiswar	Associate professor	Co-opted member (Design Engineering)



**Board of Studies of Department of Civil Engineering  
(2016-2018)**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation/Affiliation</b>	<b>Designation in BoS</b>
1.	Dr. P. Y. Pawade	Professor & HOD	Chairman
2.	Dr.P.B.Nagarnaik	Dean Academics	Specialized Faculty in Environmental Engg.
3.	Dr. B. V. Khode	Professor	Specialized Faculty in Hydraulics Engg.
4.	Prof. P. J. Wadhai	Associate Professor	Co-opted , Member, Water Resource Engg.
5.	Dr. O.R. Jaiswal	Applied Mechanics VNIT Nagpur	1. Subject Expert (Structural Engineering)
6.	Dr.P.Vedagiri	Indian Institute of Technology, Bombay	2. Subject Expert (Transportation Engineering)
7.	Dr.K.R.Rao	Indian Institute of Technology, Delhi	3. Subject Expert Nominated by Vice-Chancellor RTMNU, Nagpur.
8.	Er.Manoj Kawalkar	Regional Head Quality Assurance & Quality Control (MP,Chattisgarh & Vidarbha) Shapoorji Pallonji & Co. Ltd.	Professional Expert from Industry
9.	Er. Arun Kumar Jha	Head Implantation L&T IDPL, Chennai	Alumni Members (PG)
10.	Dr. Preeti R. Bajaj	Director, GHRCE	Permanent Invitee Transportation Engineering
11.	Ku.Renuka Gundo	Final Year Student	1.Student Nominee
12.	Mr.Akash Helge	Final Year Student	2.Student Nominee

**Board of Studies of Department of First Year Engineering  
(2016-2018)**

<b>Sr. No.</b>	<b>Name</b>	<b>Designation/Affiliation</b>	<b>Designation in BoS</b>
1	Dr. P R Bajaj	Director, GHRCE	Permanent Invitee
2	Dr. P B Nagarnaik	Dean Academic, GHRCE (Ex-Officio)	HOD/Chairman
3	Dr. B P Butey	Professor, Applied Physics, GHRCE (Dean First Year)	Member
4	Dr. R R Shrivastava	Assoc. Professor, Applied Chemistry, GHRCE	Member
5	Dr. O K Chaudhari	Assoc. Professor, Applied Mathematics.GHRCE.	Member
6	Dr. S Sunder	Professor, IITM, Chennai	1. Subject Expert
7	Dr. A R Kulkarni	Professor, IITB, Mumbai	2. Subject Expert
8	Dr. G P Singh	Professor, Applied Mathematics, VNIT, Nagpur.	<b>University Nominee</b>
9	Mr. Kartik Borikar	Researcher	Industry Expert
10	Mr. Akash Yadav	IIIrd Semester, Computer Science & Engineering	1. Students Nominee (2016-17)
11	Ms. Bhavika Kewalramani	IIIrd Semester, Electronics & Telecommunication Engineering	2. Students Nominee (2016-17)
12	Dr. P V Walke	HOD, Mechanical Engg	Co-opted Members
13	Prof. A Thomas	HOD, Computer Science	
14	Dr. P Y Pawde	HOD, Civil Engg.	
15	Prof. N A Chavhan	HOD, Information Tech	
16	Dr. S S Dorle	HOD, Electronics Engg.	
17	Dr. M M Khanapurkar	HOD, Electronics & Telecommunication Engg	
18	Dr. P M Daigavhane	HOD, Electrical Engg.	

**Board of Studies of Department of Information Technology & Master of  
Computer Application  
(2016-2018)**

<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Designation in BOS</b>
1	Prof. N. A. Chavhan	HoD, Information Technology	Chairman
2	Dr. P.R. Bajaj	Director GHRCE	Permanent Invitee
3	A. Thomas,	HoD, Computer Science and Engg	Faculty Representative
4	Dr. U. N. Shrawankar	Operating Systems	Faculty Representative
5	Dr. D.V. Padole	Embedded System & VLSI	Faculty Representative
6	P. D. Saraf	Mobile Technology	Faculty Representative
7	A U Gahankari ,	MCA	Faculty Representative
8	Swapnil Ramesh Meshram	SAP Consultant , Capgemini, Pune	Experts form outside the College
9	Dr. P S. Deshpande	Head ,V.N.I.T., Nagpur	University Nominee
10	Mr Ravikiran Perumalla	Sr Architect ,Infosys Bengaluru	University Nominee
11	Malik Daredia	Senior software architect, Cognizant Technologies, Hyderabad	One Representatives from Industry
12	Moresh Kashikar,	Quintessential Informatics Systems, Wardha	One PG Alumni
13	Kiran Gwalani	Students	Students Nominated by Director
14	Akash Wanre	Students	Students Nominated by Director
15	T. H. Nagrare	Computational Intelligence	Co-Opted Members Inside College
16	J.J Shah,	Cloud computing	Co-Opted Members Inside College
17	S. A. Chhabria,	Information Technology	Invited Members
18	Gopal Sakharkar	MCA	Invited Members

**Board of Studies of Department of MBA  
(2016-2018)**

<b>Sr. No</b>	<b>Name</b>	<b>Designation</b>	<b>Designation in BOS</b>
1	Dr. Santosh B. Jaju	In-Charge, TEQIP	Chairman
2	Dr. Preeti Bajaj	Director, G H Rasoni College of Engineering, Nagpur	Invitee
3	Dr. K. S. Mukherjee	Head, Department of Management Studies	Faculty Representative
4	Prof. Sanjiv Kumar	Faculty Member	Faculty Representative
5	Mr. Shyam Laddha	CEO, Valsad District Cooperative Milk Producers' Union Ltd. (AMUL), Nagpur	Nomination of Vice Chancellor, RTM, Nagpur University
6	Dr. N. Y. Fadnis	Faculty Member, Institute of Management Technology (IMT), Nagpur	Expert from other College
7	Dr. Kanchan Naidu	Faculty Member, Shri Ramdeobaba College of Engineering & Management, Nagpur	2. Expert from other College
8	Mr. Nilesh Panpaliya	Chief Financial Officer –Solar Explosives Ltd., Nagpur	Representative from Industry
9	Mr. Gitesh Burde	Student, Presently working as an Executive, Hinduja Leyland Finance, Nagpur	Alumnus
10	Mr. Anand Lakhdive	Student	Student nominee (2016-17)