



Shri Balasaheb Mane Shikshan Prasarak Mandal's,
Ashokrao Mane Group of Institutions
Vathar Tarf Vadgaon
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An Autonomous Institute
(Affiliated to DBATU University, Lonere)

Academic Rules & Regulations

(Version 01 -2025-26)

Academic Rules & Regulation for
Undergraduate Degree & Postgraduate Programs (B.Tech & M.Tech.)

PREFACE

It is with great pride and a deep sense of responsibility that we present the *Academic Rules & Regulations Manual* of Ashokrao Mane Group of Institutions (AMGOI), Vathar. This manual reflects our steadfast commitment to academic excellence, innovative pedagogy, and a student-centric approach to technical education.

As an autonomous institute, AMGOI continually strives to elevate the standards of engineering education through a robust curriculum, dynamic evaluation methods, and academic flexibility. This manual serves as a foundational document for academic governance, providing a unified and transparent framework to ensure consistency and quality in all academic processes.

It comprehensively outlines the academic rules and procedures for our undergraduate (B.Tech.) and Postgraduate programs—from admission to graduation—while aligning with the regulations of AICTE, UGC, and DBATU. It also leverages the benefits of autonomy to introduce flexibility and innovation in curriculum design and delivery.

We extend sincere gratitude to the Academic Council, Boards of Studies, Departmental Academic Advisory Board, faculty members, and administrative staff whose collaborative efforts and expertise have shaped this manual. We also acknowledge the valuable feedback from students and stakeholders, which has contributed to its refinement.

This manual is a living document, subject to regular updates to reflect evolving educational standards and institutional practices. We encourage all stakeholders to familiarize themselves with its contents and to participate actively in its ongoing improvement.

Let us work together to uphold AMGOI's legacy of integrity, academic rigor, and transformative education.

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1. DEFINITIONS

UGC	University Grant Commission
AICTE	All India Council for Technical Education, New Delhi (<i>An apex body in Technical Education In India</i>)
Government	Government of Maharashtra
NEP	National Education Policy
Institute	Shri Balasaheb Mane Shikshan Prasarak Mandal's, Ashokrao Mane Group of Institutions
BoG	Board of Governors of the Institute
University	Dr. Babasaheb Ambedkar Technological University, Lonere
AC	Academic Council (<i>An apex academic body governing the academic programs and Framing rules and regulations</i>)
SC	Standing Committee
IDC	Institute Development Committee
BOS	Board of Studies (<i>Departmental academic body to govern the academics of programs offered by department</i>)
BOE	Board of Examinations
HOD	Head of the Department
Program	A specific branch of engineering such as Electrical Engineering
Semester	The period in which academic activities are carried out.
Course	The subject containing Theory/ Practical/ seminar/ Projects/ mini projects/ industrial Training
Course Credit	Weightage assigned to the course
Grade	A double letter is assigned to indicate the student's performance in a course
Course Instructor	Member of faculty who shall be assigned to a course
SGPA	Semester Grade Point Average
CGPA	Cumulative Grade Point Average
ATKT	Allowed To Keep Term
EC	Examination Committee
DAAB	Departmental Academic Advisory Board
UG	Undergraduate 4 years, 8-semester program leading to (B.Tech.)
PG	Postgraduate 2 years, 4-semester program leading to (M.Tech.)

VISION OF THE INSTITUTE

To become a globally renowned institute of excellence in technology and management education for rural community

MISSION OF THE INSTITUTE

1. To achieve excellence in technical and management education through effective teaching learning process.
2. To develop professionals having values of ethics, lifelong learning, teamwork and social responsibility.
3. To inculcate research and development culture.
4. To enhance industry-institute interaction.
5. To empower the rural community.
6. To implement outcome based education (OBE).

QUALITY POLICY

“We at AMGOI are committed to impart quality technical education and managerial skills with active involvement of all stakeholders and strive hard for our students' satisfaction by continual improvement and systematic approach.”

2. INTRODUCTION

About AMGOI

The Ashokrao Mane Group of Institutions, Vathar Established in 2009 under the visionary leadership of Late Shri Ashokrao Mane Saheb, AMGOI has grown into a premier autonomous institution, dedicated to excellence in technical and management education. Affiliated to Dr. Babasaheb Ambedkar Technological University (DBATU) and approved by AICTE, New Delhi, AMGOI is a hub of knowledge that serves rural Maharashtra while maintaining global academic benchmarks.

Key Institutional Highlights:

- Offers Eight Undergraduate B.Tech. and five M.Tech. programs across engineering disciplines.
- Implements Outcome-Based Education (OBE) with NBA-accredited programs
- Equipped with state-of-the-art laboratories and innovation centers
- Strong industry-academia partnerships ensuring high placement rates
- Recognized for research excellence, with several patents filed
- Our eco-friendly campus provides an ideal learning environment with:
- Smart classrooms and a fully digitized central library
- Incubation centers supporting student start-ups
- Industry-oriented curriculum with 30% skill-based content

AMGOI takes pride in its:

- Autonomous status, allowing academic flexibility and innovation
- NAAC accreditation and strong alumni network of 3000+ professionals
- Commitment to community outreach through more than 10 initiatives annually
- This Academic Rules & Regulations Manual reflects our continuous pursuit of educational excellence through systematic processes, quality assurance mechanisms, and innovative teaching-learning practices that prepare students to become globally competent professionals.

For over 15 years, AMGOI has been delivering quality undergraduate (B.Tech.) and Postgraduate (M.Tech.) education across various disciplines, as listed below in Table 2.1.

Table 2.1 Programs offered and Degrees Awarded

Sr.	Name of the Program	Name of the Degree	Program Code
1	Artificial Intelligence and Data Science	Bachelor of Technology (B.Tech) Artificial Intelligence and Data Science	AD
2	Artificial Intelligence and Machine Learning	Bachelor of Technology (B.Tech) Artificial Intelligence and Machine Learning	AM
3	Civil Engineering	Bachelor of Technology (B.Tech) Civil Engineering	CE
4	Computer Science and Engineering	Bachelor of Technology (B.Tech) Computer Science and Engineering	CS
5	Electrical Engineering	Bachelor of Technology (B.Tech) Electrical Engineering	EE
6	Electronics and Computer Engineering	Bachelor of Technology (B.Tech) Electronics and Computer Engineering	EC
7	Electronics and Telecommunication Engineering	Bachelor of Technology (B.Tech) Electronics and Telecommunication Engineering	ET
8	Mechanical Engineering	Bachelor of Technology (B.Tech) Mechanical Engineering	ME
9	Civil Engineering	Master of Technology (M.Tech) Construction Management	CM
10	Computer Science and Engineering	Master of Technology (M.Tech) Computer Science and Engineering	CS
11	Electronics and Telecommunication Engineering	Master of Technology (M.Tech) Electronics and Telecommunication Engineering	ET
12	Mechanical Engineering	Master of Technology (M.Tech) Mechanical Engineering (Design)	MD
13	Mechanical Engineering	Master of Technology (M.Tech) Mechanical Engineering (Production)	MP

AMGOI is committed to fostering academic rigor, professional ethics, innovation, and holistic development through its well-structured undergraduate programs. The

Academic Rules & Regulations Manual is the definitive reference for all academic operations, ensuring transparency, uniformity, and continuous quality enhancement across teaching, learning, evaluation, and governance.

Objectives of the Manual:

- Standardization: Establish a unified academic framework across departments
- Compliance: Align with regulatory bodies (AICTE, UGC, DBATU) while utilizing autonomous flexibility
- Excellence: Define evaluation norms, examination protocols, and governance standards

Governed by the Academic Council, this manual is subject to regular review and updates. All stakeholders are expected to adhere to its provisions, which apply prospectively to all admitted batches. Through this manual, AMGOI reinforces its mission of delivering transformative education guided by ethics, lifelong learning, research, and outcome-based education (OBE).

3. ADMISSIONS

The admission process to the Bachelor of Technology (B.Tech.) and Master of Technology (M.Tech) programs at Ashokrao Mane Group of Institutions (AMGOI), Vathar, is conducted in accordance with the regulations prescribed by the CET Cell, Government of Maharashtra, and in compliance with the guidelines of the All India Council for Technical Education (AICTE) and Dr. Babasaheb Ambedkar Technological University (DBATU), Lonere. Admissions are offered through two primary channels: First Year (Regular Entry) and Direct Second Year (Lateral Entry).

A. First Year Admissions Policy

The admission to Bachelor of Technology (B. Tech) programs and Master of Technology (M.Tech) at Ashokrao Mane Group of Institutions (AMGOI), Vathar is conducted through the CET Cell, Government of Maharashtra's Centralized Admission Process (CAP) in compliance with AICTE and DBATU guidelines. For Bachelor of Technology (B. Tech) programs the eligible candidates must have passed 10+2 with Physics, Mathematics, and Chemistry/Biology/Technical Vocational subjects with minimum 45% marks (40% for reserved categories) and a valid MHT-CET/JEE Main score. For Master of Technology (M.Tech) programs the eligible candidates must have passed Bachelor of Technology (B. Tech) with non zero GATE score. The process begins with online registration on the CAP portal where candidates upload required documents including mark sheets, domicile certificate, and caste certificates if applicable. During choice filling, candidates select AMGOI and their preferred B.Tech/ M.Tech branches before locking their options. Seat allotment is merit-based through multiple CAP rounds considering exam scores, preferences, and reservation policies, after which selected candidates must report to AMGOI for fee payment, document verification, and enrollment. The admission also accommodates special cases like lateral entry for diploma holders, management quota seats (5% as per AICTE norms), and separate provisions for NRI/PIO/foreign nationals, all while strictly following Maharashtra's reservation policies for SC/ST/OBC/EWS/PwD categories, refund rules, and anti-ragging regulations, with key annual events like MHT-CET/GATE, CAP registration in June-July, and classes commencing in August. For any queries, candidates can contact the AMGOI Admission Cell or CET Cell Helpline.

After receiving the provisional seat allotment through CET Cell Maharashtra's CAP process, candidates must complete the admission formalities at AMGOI within the stipulated deadline. The process begins with fee payment of the prescribed tuition and other charges as per the CET Cell fee structure through the designated payment modes, after which candidates must physically report to the institute for document verification, bringing all original certificates (10th, 12th, CET/JEE Main scorecards, domicile, caste validity if applicable, and other required documents). Once verified, candidates proceed with institute enrollment, which includes submitting the allotted seat acceptance form, completing the anti-ragging affidavit (as per UGC/AICTE guidelines), and registering for the academic management system. Failure to complete these steps within the deadline may result in seat cancellation. Any discrepancies in documents or eligibility found during the verification process, even after provisional admission, may lead to admission cancellation as per CET Cell guidelines.

Students then receive their official permanent registration number, institute ID, and access to the student portal, followed by orientation program details. After successful enrollment, students are required to attend the commencement of classes as per the academic calendar and familiarize themselves with the institute's rules, curriculum, and credit system outlined in the Academic Rules & Regulations Manual.

Regular entry refers to the admission of students in the first, second (excluding lateral entry), third, and final year of the program during odd semesters. Lateral entry allows students with a diploma qualification to be admitted directly into the second year of the program.

B. Lateral Entry Admissions Policy

Diploma holders may seek lateral admission into the third semester of the B.Tech program, subject to compliance with regulations established by the CET Cell, Government of Maharashtra. Candidates must satisfy all prescribed academic prerequisites and submit valid documentation verifying their diploma qualification.

For laterally admitted students, academic performance evaluation follows these guidelines:

- The First Year Grade Point Average (FYGPA) system does not apply
- All grading calculations commence from the third semester onward

- The Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) are computed exclusively based on coursework completed at AMGOI Vathar. This policy ensures equitable academic assessment while maintaining the integrity of the institution's grading standards for all students, regardless of their entry pathway. The Academic Council reserves the right to review and modify these provisions as necessary to uphold educational quality and regulatory compliance.

Each student is assigned a **Permanent Registration Number (PRN)** which will be MIS Application Number ID at the time of admission, which serves as their unique identification number. This PRN remains unchanged throughout the student's academic journey and is not reassigned to any other student, even in the case of admission cancellation. The number remains valid until the student completes the program, cancels admission, or is expelled from the institute. The registration number shall have **SEVEN** digits. Permanent Registration Number will be assigned to student after confirmation of admission.

C. Academic Progression Policy for Semester Admissions

Admission to First Year and Direct Second Year, in the beginning, will be strictly as per the CET Cell, Government of Maharashtra, guidelines and procedures.

Odd Semester Admission Requirements:

- To be eligible for admission to any odd semester (3rd, 5th, or 7th), students must satisfy the following credit completion criteria:
- Must have successfully earned all credits from the pre-previous academic year
- May carry ATKT (Allowed to Keep Terms) status for the immediate previous year

Examples:

For 5th semester (3rd year) admission:

- Complete all 1st year credits AND
- Complete all 2nd year credits OR have ATKT in 2nd year

Even Semester Progression Rules:

- Students registered in an odd semester are automatically eligible for the subsequent even semester of the same academic year
- This progression is unconditional and independent of:
- SGPA performance in the odd semester
- Number of credits earned in the odd semester
- The only restriction applies to students who are formally detained (academically debarred) in the odd semester, which will not be permitted to register for the even semester.

All credit calculations are based on the official academic records maintained by the Examination Cell. ATKT allowances are subject to the maximum permissible limits as per Examination Cell regulations.

Semester registration remains contingent upon fulfilment of all institutional requirements including fee payment and documentation. The Academic Council reserves the right to interpret these provisions in exceptional circumstances.

D. Transition Policy for Students from University to Autonomous Pattern

AMGOI Vathar permits students originally admitted under the pre-autonomous (DBATU) system to transition to the autonomous curriculum only in odd semesters (Semester I, III, V, or VII), after approval from Institute Equivalence Committee, subject to fulfilling the following conditions:

1. Eligibility Criteria:

- The student must have cleared all backlog subjects as per DBATU norms OR
- Met the prevailing ATKT (Allowed to Keep Terms) rules prescribed by DBATU, Lonere.

2. Post-Admission Requirements:

- Backlog Clearance: Students must clear any remaining DBATU curriculum backlogs by appearing for the respective university examinations.

- Bridge Courses: If applicable, students must complete additional academic requirements (bridge courses) mandated by the Department Board of Studies (BOS) to ensure alignment with AMGOI's autonomous syllabus.
- Bridge course will be an Audit Course having an internal evaluation only.

3. Progression Rules:

- Transitioned students will be governed by AMGOI's autonomous regulations from the semester of admission onward.
- Credit mapping for previously cleared DBATU subjects will be evaluated by the Examination Cell in consultation with the DAAB.

The **Academic Council** reserves the right to modify these provisions based on institutional or university guidelines.

E. Policy on Change of Academic Program

AMGOI Vathar permits currently enrolled students to apply for a change of their undergraduate program after successful completion of the first two semesters (first year), subject to the following regulations:

1. Eligibility Criteria

- Applicants must have cleared all courses in the first year without any backlogs or failing grades
- Only students maintaining satisfactory academic standing may submit requests

2. Approval Process

- All program change requests are evaluated strictly on a merit basis, determined by:
 - First-year CGPA performance
 - Availability of vacant seats in the desired program
 - Compliance with prevailing admission norms
- Requests will be processed only if:
 - The target program has not exceeded its sanctioned intake capacity
 - The applicant has submitted their preferred choices in priority order during the application window

3. Administrative Provisions

- The one-time transfer facility is available:
 - Only at the beginning of the second academic year (before the commencement of Semester 3)
 - Not permitted in subsequent years of the 4-year undergraduate program
- Approved candidates will:
 - Retain their original Permanent Registration Number (PRN)
 - Follow the autonomous curriculum of the newly allocated program from Semester 3 onward

4. Implementation Guidelines

- The Academic Council holds the final authority on all transfer decisions
- Approvals are contingent upon:
 - Verification of submitted documents
 - Alignment with the fee structure of the new program
- No program changes will be permitted after the published deadline

This policy is designed to ensure equitable academic mobility while preserving the academic integrity and capacity limitations of each program. Students are advised to consult the administrative office for detailed application procedures, timelines, and eligibility requirements.

F. Policy on Temporary Withdrawal from Academic Program

AMGOI, Vathar recognizes that students may face circumstances requiring a temporary break from their academic studies. The following policy outlines the rules governing such withdrawals:

1. Duration of Withdrawal

- Temporary withdrawal is permitted only for:
 - One complete semester (Odd or Even), or
 - One full academic year (two consecutive semesters)
- Partial-term withdrawals are not allowed.

2. Application Process

Students must submit a formal application to the administrative office, which must include:

- A detailed justification for the withdrawal request
- Supporting documentary evidence
- Notarized parental consent
- Recommendation from the Head of Department (HOD)
- No-dues certificate from all administrative sections

3. Approval Authority

The administrative office will review the application and forward it with recommendations to Dean Academics and then to the **Academic Council (AC)** for final approval.

4. Frequency Limitations

- Normally, a student is allowed to avail of this facility only once during the duration of the program.
- Further requests for withdrawal require special approval from the Academic Council.

5. Re-admission Process

- Students must apply for re-admission at least 30 days prior to the commencement of the semester.
- Re-admission is subject to:
 - Payment of current semester fees
 - Verification of readiness to resume studies
 - Compliance with any updated academic regulations

6. Important Conditions

- The withdrawal period will be counted towards the maximum duration allowed for program completion.
- No academic activities (classes, exams, submissions) are permitted during the withdrawal period.
- Any financial dues must be settled before withdrawal is approved.

- Note: This policy does not apply to medical withdrawals, which are governed under separate health-related provisions. Students are strongly encouraged to consult the administrative office before initiating the withdrawal process.

G. Policy on Program Termination

AMGOI, Vathar upholds stringent academic and disciplinary standards for all students.

Termination from the program may occur under the following circumstances:

1. Disciplinary Termination

- Immediate termination will be enforced in cases involving:
 - Ragging, as per UGC/AICTE Anti-Ragging Regulations
 - Gross misconduct that violates the institute's code of discipline

2. Academic Termination

- First-Year Progression Failure:
 - A student who fails to qualify for Second Year admission (with or without ATKT) within 3 academic years from initial enrolment will be declared "Not Fit for Technical Education (NFTE)".
 - Such cases will be recommended for termination by the Registrar and subject to final decision by the Academic Council

Maximum Permitted Duration for Program Completion:

Student Type	Normal Duration	Max Permitted Duration
Regular Entry (UG)	8 semesters	14 semesters (7 years)*
Lateral Entry	6 semesters	12 semesters (6 years)*
Regular Entry (PG)	4 semesters	10 semesters (5 years)*

*Includes: All approved leaves, withdrawals, and academic breaks

*Excludes: Periods of rustication or disciplinary suspension

Process Flow for Academic Termination:

- Identification of non-compliance by the Examination Cell
- Case review by the Departmental Academic Advisory Board
- Formal recommendation submitted to the Academic Council

- Final decision communicated to the student via registered post by administrative office

Note:

- All termination records are maintained permanently in institutional archives.
- Students are strongly advised to regularly consult their academic advisors to monitor progression and eligibility throughout the program.

4. ACADEMIC CALENDAR POLICY

The Academic Calendar serves as the foundational framework for all teaching-learning activities at AMGOI, Vathar, ensuring systematic organization and timely completion of academic processes. Carefully structured by the institute's academic leadership, this calendar governs semester schedules, instructional periods, examinations, and key academic events while maintaining compliance with regulatory requirements. All stakeholders are required to adhere to the prescribed timelines to ensure the smooth functioning of the academic ecosystem.

The Academic Calendar is meticulously prepared by the Dean (Academics), reviewed and approved by the Director and Campus Director, and formally notified at the commencement of each academic year. This essential document is disseminated through both electronic and printed formats to all stakeholders, including faculty, students, and administrative staff. It is also published on the institute's official website to ensure universal access and transparency. The calendar serves as the authoritative timeline for all academic operations, ensuring standardized scheduling across the institution.

The Academic Calendar outlines semester timelines as follows:

- Odd Semester: July to December (18–20 weeks)
- Even Semester: January to June (18–20 weeks)

Each semester includes:

- Course Delivery: 14–15 weeks
- Examinations, Evaluation, and Result Processing: 4–5 weeks

It specifies key academic events, including:

- Course registration deadlines
- In Semester evaluation periods
- Mid-semester examination
- End-semester examinations
- Result declaration dates
- Institutional holidays and scheduled breaks

This ensures a well-structured academic year with balanced instructional and assessment periods.

All faculty, students, and staff must strictly adhere to the published Academic Calendar. Co-curricular and extracurricular activities must be planned in a way that does not interfere with scheduled academic work. In case of cancelled teaching days due to unforeseen circumstances, make-up sessions will be organized.

Any modifications to the calendar require explicit approval from the Academic Council and will be formally communicated through official circulars. This process maintains the integrity and consistency of the academic schedule.

Students are responsible for regularly checking the institute website and notice boards for calendar updates. Failure to comply with the Academic Calendar may adversely affect academic progress.

5. ATTENDANCE POLICY

All students must maintain 100% attendance in all registered academic components, including lectures, tutorials, laboratory sessions, seminars, and project work. Attendance is strictly monitored, and monthly notifications are issued to students whose attendance falls below the required threshold.

While full attendance is expected, the institute permits up to **25% absence** for the following valid reasons:

- Medical emergencies (supported by official documentation)
- Institute-sanctioned co-curricular or extracurricular activities
- Other unavoidable circumstances (with prior written approval)
- All such absences require formal authorization from the concerned Head of Department (HOD) or Academic Coordinator within 7 days of the absence.
- Students falling below 75% attendance may face disciplinary action or detention, as per institutional guidelines.

Attendance-Based Detention / Defaulter / Ineligibility Policy

1. A student failing to maintain a minimum of 75% attendance in any semester (odd or even) will be considered detained and will be deemed ineligible for that semester.
2. A detained student is not permitted to appear for any examinations of the affected semester, including:
 - End-semester exams
 - Re-examinations
3. Detained students must re-register for the affected semester during the corresponding semester of the next academic year.
4. A student detained in the odd semester is not eligible to appear for:
 - That semester's end examination
5. A student detained in the even semester is not eligible to appear for:
 - That semester's end examination
6. Detained students may register only for the semester (odd or even) in which they were detained, and only during the corresponding semester of the next academic year.
7. Exceptions to this policy may be granted at the discretion of the Academic Council, on a case-by-case basis.

6. CURRICULUM

Each academic program at AMGOI follows a structured and approved curriculum, which defines the program's course of study. The curriculum outlines the courses to be completed each semester, credit allocation per course, teaching hours, evaluation schemes, and minimum credit requirements for degree completion. It is developed in accordance with the Outcome-Based Education (OBE) framework and complies with the regulatory guidelines of AICTE, UGC, and other statutory bodies. The curriculum is reviewed to maintain academic relevance and regulatory alignment. Table 6.1 and 6.2 provides a summary of curriculum components and their weightages as per the guidelines given by NEP -2020, and as prescribed by AMGOI respectively.

Table: 6.1 Credit Distribution Structure as per NEP 2020

Semester		I	II	III	IV	V	VI	VII	VIII	Total Credits
Course Type										
Basic Science Course	BSC	06-08	08-10	--	--	--	--	--	--	14-18
Engineering Science Course	ESC	08-10	04-06	--	--	--	--	--	--	12-16
Program Core Course	PCC	--	02	08-10	08-10	10-12	08-10	04-06	04-06	44-56
Program Elective Course	PEC	--	--			04	08	02	06	20
Multidisciplinary Minor	MDM	--	--	02	02	04	02	02	02	14
Open Elective	OE	--	--	04	02	02	--	--	--	08
Vocational and Skill Enhancement Course	VSEC	02	02	--	02	--	02	--	--	08
Ability Enhancement Course	AEC	02	--	--	02	--	--	--	--	04
Entrepreneurship/ Economics/ Management Courses	HSSM	--	--	02	02	--	--	--	--	04
Indian Knowledge System	IKS		02			--	--	--	--	02
Value Education Courses	VEC	--	--	02	02	--	--	--	--	04
Research Methodology	RM	--	--			--	--	--	04	04
Community Engaged Project	CEP	--	--	02	--	--	--	--		02
Project		--	--	--	--	--	--	--	04	04
Internship/On Job Training	IFT	--	--	--	--	--	--	--	12	12
Co-Curricular Courses	CC	02	02	--	--	--	--	--		04
Total Credits(Major)		20-22	160-176							

Table: 6.2 Credit Distribution Structure at AMGOI

Semester		I	II	III	IV	V	VI	VII	VIII	Total Credits
Course Type										
Basic Science Course	BSC	08	08	--	--	--	--	--	--	16
Engineering Science Course	ESC	08	08	--	--	--	--	--	--	16
Program Core Course	PCC	--	02	12	12	10	07	08	03	54
Program Elective Course	PEC	--	--	--	--	04	07	06	03	20
Multidisciplinary Minor	MDM	--	--	03	03	03	03	02	--	14
Open Elective	OE	--	--	--	02	03	03	--	--	08
Vocational and Skill Enhancement Course	VSEC	03	01	--	01	--	02	--	--	07
Ability Enhancement Course	AEC	02	--	--	01	01	--	--	--	04
Entrepreneurship/ Economics/ Management Courses	HSSM	--	--	02	01	--	--	--	--	03
Indian Knowledge System	IKS	--	--	--	--	--	--	--	--	02
Value Education Courses	VEC	--	--	02	02	--	--	--	--	04
Research Methodology	RM	--	--	--	--	--	--	--	04	04
Community Engaged Project	CEP	--	--	01	--	01	--	--	--	02
Project		--	--	--	--	--	--	04	--	04
Internship/On Job Training	IFT	--	--	--	--	--	--	--	12	12
Co-Curricular Courses	CC	01	01	--	--	--	--	--	--	02
Total Credits(Major)			22	22	20	22	22	20	22	172

A. Curriculum Content

The medium of instruction for all courses and examinations is English.

The coursework is categorized into the following main groups:

- Basic Science Courses (BSC)
- Engineering Science Courses (ESC)
- Program Core Courses (PCC)
- Program Elective Courses (PEC)
- Multidisciplinary Courses (MDM, OE)
- Skill-Based Courses
- Humanities, Social Sciences, and Management Courses (HSSM: AEC, IKS, VEC)
- Experiential Learning (RM, CEP, FP, Project, Internship/OJT)
- Liberal Learning Courses (CC)

The curriculum includes both credit and audit courses. It is approved by the Academic Council based on recommendations from the respective Boards of Studies (BoS). Typically, a semester will include no more than six theory courses and four laboratory courses.

B. Open Elective Guidelines:

- Open electives are courses offered by a department and available only to students from other departments.
- As per NEP 2020, open electives are introduced in the 3rd, 4th, and 5th semesters,. Earlier structures included them in the 4th, 5th, and 6th semesters.
- The Dean Academics will announce available electives 15 days before the end of classes each semester and collect students' preferences.
- Allocation is done based on CGPA/SGPA.
- A minimum of 20 students is required to run an elective course.

C. Mini Project and Major Project (Capstone Project) Guidelines

1. Mini Projects (2nd and 3rd Year):

- In the 3rd and 5th semester, students will undertake a Mini Project or Community Engagement Project (CEP) spread across the academic year.
- In the 6th semester, students will complete another Project Phase -I. In many cases, this project may serve as a foundation or preparatory phase for the Major (Capstone) Project.

2. Major Project / Capstone Project (Final Year):

- Initial work on the Major Project may begin in the 6th semester.
- The primary and final execution of the project will be carried out in the 7th semester.
- The objective is to enable students to demonstrate:
 - Technical knowledge
 - Analytical and problem-solving skills
 - Application of engineering principles to real-world or industry-specific challenges
 - Project planning, teamwork, and time management skills

3. Project Location and Team Size:

- Final-year projects can be conducted:
 - On-campus, or
 - At an industry, autonomous institute, or reputed external organization
- A project group can have a maximum of four students.
- Project groups will be formed at the end of the 5th semester, based on departmental guidelines, which may consider:
 - Guide specialization and research interests
 - Availability of sponsored industry projects
- Students are encouraged to pursue sponsored projects in collaboration with industries or research institutions.
- Any off-campus project (whether sponsored or independent) must receive prior approval from the concerned department through the Department Project Committee.

D. Course Credit System / Structure

Academic progress in each program is quantified through a credit-based system. A defined quantum of academic work, measured in terms of credits, is required to complete the program. The assignment of credits to each course is based on its contact hours and academic load, as outlined in Table 6.2.

Courses are categorized into the following types:

1. Theory Courses

- Comprised of Lecture hours (L) and Tutorial hours (T).
- Tutorial hours may be excluded if the course is paired with a dedicated laboratory course.

2. Laboratory Courses

- Comprised of Practical hours (P).
- Conducted in settings such as laboratories, drawing halls, or workshops.
- In addition to theory and lab courses, students must complete the following academic components:
 - Seminars
 - Mini Projects
 - Major Projects

- Industrial Training / Internships

These components are integral to the curriculum, ensuring a holistic learning experience that combines academic instruction with hands-on exposure and skill development.

Table 6.2 Calculation of number of credits for a course

Sr. No.	Course	Credits
1	Lecture of 1 hour/week	1
2	Tutorial of 1 hour/week	1
3	Practical/Laboratory/Drawing of two hours/ week	1
4	Seminar/Mini Project(1hour per week)	1

E. Course Description

A typical course syllabus includes a course code, course title, teaching hours per week (for lectures, practical, tutorials, seminars, and projects), credits, course outcomes (COs) aligned with Revised Bloom's Taxonomy, and an assessment scheme.

F. Requirements for Earning Course Credit

A student earns credits for a course by fulfilling the minimum academic requirements for both attendance and evaluation. If a student meets the attendance requirement but fails to meet the evaluation criteria, they will not be awarded any credits.

Total Credits Required for Degree Completion

To successfully complete an undergraduate B.Tech. program, a student must earn a total of 172 credits, depending on the program structure.

- In a regular semester, students typically register for around 20-22 credits.
- The maximum allowed credit load per semester is 22 credits.
- The exact credit requirement for graduation is defined in the detailed course structure of each program.

G. Audit Courses

Students are required to complete audit courses as specified in the curriculum for a given semester. These courses may fall under the following categories:

- Regular academic courses that serve as pre-requisites for advanced courses
- Non-credit activities such as practical training, industrial visits, or community/societal engagement, as determined by the institute
- Audit courses do not carry any credits, but successful completion is recorded in the Grade Card as follows:
- "PP" (Pass Performance) – If the student meets the prescribed performance standards
- "NP" (Not Passed) – If the student fails to meet the performance standards

The Department Academic Advisory Board (DAAB) and the Institute Development Committee are responsible for defining the evaluation criteria and performance benchmarks for audit courses. Audit courses play a vital role in enhancing student exposure beyond academics and are an essential component of holistic education.

H. Seminar / Mini Projects

The seminar is a mandatory academic component designed to develop students' research, analytical, and presentation skills. Under the guidance of a faculty mentor, students are expected to undertake an in-depth study of a specialized topic within their discipline.

Key activities in the seminar include:

- Conducting a comprehensive literature survey
- Exploring various dimensions of the selected topic
- Learning and applying investigative methodologies
- Studying and critically analyzing relevant research papers
- Evaluating concepts, techniques, and established results
- Preparing a detailed status report
- Compiling a comprehensive seminar report
- Delivering a formal presentation before a designated evaluation panel

Grading Criteria:

Evaluation is based on:

- Depth of research and analysis
- Conceptual understanding of the chosen problem
- Technical quality of the written report
- Effectiveness of the presentation and communication

In addition, students are strongly encouraged to undertake mini-projects in small groups. These projects provide practical exposure to real-life engineering problems, promote teamwork, and help students apply theoretical knowledge in a hands-on environment.

Mini-projects are an integral part of the curriculum and contribute significantly to students' preparedness for industry, higher studies, or entrepreneurship.

I. Final Year Project/ Dissertation -II

The Final Year Project is a critical component of the B.Tech. Curriculum, designed to evaluate a student's ability to apply theoretical and practical knowledge acquired throughout the program.

Under the guidance of a designated faculty supervisor, students are expected to undertake:

- Innovative, contributory, or developmental work
- Projects that demonstrate both analytical and practical problem-solving skills
- Supervision Guidelines:
 - The project guide should be from the same department as the student.
 - For interdisciplinary projects, approval from the respective Department is required.
 - Projects carried out in collaboration with industry or external institutions also require prior approval from the parent department.
- Project Phases:
 - The B.Tech. project spans the final academic year and is executed in two stages:
 - Stage 1: Conducted during Semester VI
 - Stage 2: Completed during Semester VII
 - The scope, objectives, and deliverables of each stage are governed by the credit structure defined in the respective program's curriculum.

This project enables students to showcase their technical competence, innovation, project management capabilities, and readiness for professional practice or research-oriented careers.

7. STUDENT FACILITATION

A. Key Facilitation Services

To ensure holistic student development and academic success, AMGOI provides the following structured facilitation services:

a) Academic Support

Mentorship Program:

- Each student is assigned a faculty mentor to provide personalized academic and personal guidance.
- Frequency: Monthly one-on-one mentor-mentee meetings to track progress, address concerns, and set academic goals.

Remedial Classes:

- Organized for weak students on a subject-wise basis.

b) Technical Support

Laboratories and Equipment:

- Extended lab access during examination preparation periods.
- Dedicated lab technicians available for technical assistance and troubleshooting.

Software Access:

- Students receive free access to licensed software tools such as MATLAB, AutoCAD etc..

c) Financial Assistance

Scholarships:

- The Administrative Office assists all eligible students in applying for scholarships, including documentation and application support.

Fee Installment Policy:

- A three-instalment option is available for students from economically disadvantaged backgrounds, upon approval.

d) Emotional & Career Counselling

Counselling Cell: Students have access to trained mental health professionals for emotional and psychological support.

- Regular sessions and awareness workshops are conducted throughout the academic year.

Career Guidance:

- The institute organizes annual placement drives featuring participation from 100+ reputed companies.
- Additional support includes resume building workshops, mock interviews, and career counselling sessions.

B. Policies & Procedures**a) Grievance Redressal Mechanism**

AMGOI has established a transparent, accessible, and time-bound grievance redressal system to resolve student concerns related to academics, administration, and infrastructure.

Grievance Submission Channels:

- Online grievance redressal portal
- Suggestion/complaint boxes placed across campus
- Direct communication with the Grievance Redressal Committee (GRC)

Process:

- Every grievance is formally acknowledged and addressed within a defined timeline.
- If unresolved, cases are escalated to higher authorities for further intervention.

Grievance Redressal Committee Composition:

- Faculty members
- Student representatives
- Administrative staff
- The committee ensures impartiality, confidentiality, and fairness in all its proceedings.

Specialized Committees for Specific Grievances:

1. Anti-Ragging Committee
2. Student Grievance Redressal Committee
3. Faculty Grievance Redressal Committee
4. Internal Complaint Committee (ICC)

5. Committee for SC/ST Welfare
6. Equal Opportunity Cell
7. Sexual Harassment Committee

b) Inclusive Education**Support for Differently-Abled Students:**

- Wheelchair-accessible infrastructure across key academic and administrative areas
- Provision of scribes and extra time during examinations for eligible students

c) Student Feedback Mechanism**Feedback Surveys:**

- Conducted twice in a semester on various aspects such as teaching quality, infrastructure, and institutional support services

Action Taken Report (ATR):

- A compiled report based on student feedback
- These policies ensure that student voices are heard and acted upon, promoting a responsive and inclusive academic environment.

C. Other Facilities

AMGOI is committed to providing a holistic and enriching campus experience through a comprehensive range of infrastructure and student facilities. These amenities are designed to support academic, physical, and emotional well-being, ensuring safety, comfort, and accessibility for all.

a) Central Library

- Offers access to a vast collection of books, e-journals, research papers, and digital learning platforms
- Equipped with dedicated librarians to assist students and faculty in research and academic exploration

b) Canteen & Food Services

- Serves hygienic and affordable meals
- Regular inspections ensure cleanliness and quality

c) Transport Services

- Institute buses operate on 35 designated routes across the district
- Ensures safe and convenient commute for students and staff

d) Student Amenities

- Separate common rooms for boys and girls for recreation and relaxation
- Medical room staffed with a visiting doctor, providing:
 - First-aid services
 - Basic healthcare support
 - Mental wellness consultations

e) Sports & Fitness

- Fully-equipped gymnasium and fitness center
- Indoor sports courts: Badminton, Table Tennis etc
- Outdoor sports fields: Cricket, Football, Volleyball etc
- Encourages student participation in fitness, sports events, and intercollegiate competitions

f) Technology & Innovation Support

- Wi-Fi-enabled auditoriums for lectures, seminars, and events
- Incubation centers to support student entrepreneurship and start-ups culture

g) Safety & Accessibility

- Campus monitored via 24/7 security personnel and CCTV surveillance at strategic locations

These facilities collectively foster a dynamic learning environment and contribute to the overall development of students at AMGOI.

8. DISCIPLINE AND CONDUCT

The institute places the highest priority on maintaining a culture of integrity, respect, and accountability. All students are expected to uphold these core values both on and off campus, understanding that their actions reflect not only on themselves but also on the reputation of the institution.

Discipline at AMGOI is not merely viewed as a system of rules and restrictions, but as a foundation for academic excellence, responsible citizenship, and personal growth. Students are encouraged to exhibit professional conduct, maintain decorum in academic and co-curricular settings, and contribute to a safe and inclusive learning environment. Violations of institutional discipline—such as acts of misconduct, dishonesty, harassment, discrimination, or ragging—are subject to strict action under the prescribed rules and regulations, including those laid down by AICTE, UGC, and Government of Maharashtra.

The institute has constituted dedicated committees (e.g., Anti-Ragging Committee, Internal Complaint Committee) to monitor and handle matters related to student discipline and to ensure fair and timely redressal.

Students are required to:

- Adhere to all academic schedules, rules, and institutional norms
- Maintain decorum in classrooms, labs, hostels, and public spaces
- Treat peers, faculty, staff, and visitors with courtesy and respect
- Refrain from engaging in any activity that disrupts institutional harmony

Persistent or serious breaches of conduct may result in disciplinary actions, including warning, suspension, or expulsion, as determined by the Disciplinary Committee in consultation with the Academic Council.

A. Behavioural Expectations

Students must adhere to the highest standards of conduct in academic, social, and professional settings. Any action that disrupts the learning environment, damages the institute's reputation, or violates institutional or national laws will be treated seriously. The institute reserves the right to investigate and take appropriate disciplinary action against misconduct, ensuring fairness and due process in all cases.

B. Zero-Tolerance Policies

Certain offenses are considered grave breaches of trust and carry severe consequences. Anti-national activities, including participation in unlawful assemblies or actions against the interests of the state, will result in immediate expulsion. Similarly, ragging in any form—whether physical, verbal, or psychological—is strictly prohibited under the Prohibition of Ragging Act. The institute collaborates with law enforcement agencies to enforce this policy, and offenders will face legal action in addition to academic penalties.

C. False Information/Documents

False information provided during admission such as forged documents, concealed disciplinary records, or misrepresented qualifications will lead to cancellation of admission, expulsion, and forfeiture of fees. The institute conducts periodic verification checks, and any discrepancies discovered at a later stage will be dealt with strictly.

D. Academic Integrity

The institute upholds rigorous academic standards and expects students to demonstrate honesty in all examinations and assignments. Malpractices such as cheating, plagiarism, or unauthorized collaboration are unacceptable. Cases of academic dishonesty are reviewed by the Lapses Committee, which may impose penalties ranging from grade reduction to expulsion, depending on the severity of the violation. Students are encouraged to take pride in their original work and uphold the principles of fair scholarship.

E. Identification and Access Control

To ensure campus security, every student is issued a photo ID card, which must be carried at all times. This card serves as proof of identity and grants access to institute facilities. Tampering with the ID card, lending it to others, or refusing to present it when requested by faculty or security personnel is a breach of protocol and will result in disciplinary measures. Loss or damage to the ID card must be reported immediately for replacement.

F. Mobile Phone Usage

While mobile phones are useful tools, their misuse can disrupt academic focus. During lectures, labs, and library sessions, phones must be switched off or kept on silent mode to avoid distractions. Violations may lead to confiscation of the device and disciplinary action.

During examinations, the possession of a mobile phone, regardless of whether it is switched on or off, is strictly prohibited. Even carrying a phone into the exam hall unintentionally will be treated as a breach of rules, potentially resulting in disqualification from the test. Students are advised to leave their phones in designated areas outside examination rooms.

G. Compliance with Institute Directives

From time to time, the institute may issue specific guidelines to address emerging challenges or ensure smooth operations. Students are expected to comply with these directives promptly and respectfully. Failure to do so may be viewed as insubordination and dealt with accordingly.

By enrolling in this institute, students commit to upholding these standards of discipline and contributing positively to the academic community. The institute, in turn, is committed to fostering an environment where fairness, safety, and mutual respect prevail.

9. CREDIT SYSTEM AND MODE OF EVALUATION

AMGOI offers Under Graduate B. Tech. Programs and Post Graduate M. Tech programmes. The provisions contained in these Rules and Regulations will govern the conditions for imparting courses of study/instructions, conducting examinations and evaluation of student performance leading to all Graduation Programs of the Institute.

9.1 Credit System and Mode of Evaluation:

All the courses in the AMGOI shall be credit based and the evaluation will be grade based. Credit based grading system is a systematic way of describing an educational programme by attaching credits to its components. The definition of credits may be based on different parameters, such as student workload, learning outcomes and contact hours.

It is a student-centric system based on the student workload required to achieve the objectives of a programme. It should facilitate academic recognition of the courses and mobility of the students.

Credits assignment is based on the principle that Credits can only be obtained after successful completion of the work required and appropriate assessment of the learning outcomes achieved.

Student workload consists of the time required to complete all prescribed learning activities such as attendance at lectures/practical, seminars, projects, etc. Credits are allocated to all the educational components of a study programme and indicate the quantity of work each component requires to achieve its specific objectives.

Evaluation is an important component of any teaching-learning process. The institute gives emphasis on continuous evaluation with considerable freedom to the teacher in deciding the mode of evaluation of the students. The performance of the student is documented by a **grade** at the end of the semester. The grading scale ranks the students on a statistical basis. Therefore, statistical data on student performance in his/her class is a prerequisite for applying the grading system.

9.2 Course Credits:

In general, a defined **quantum of academic work**, measured in **credits**, is prescribed as a requirement for awarding a particular degree, in line with the directives of the **National Education Policy (NEP)**.

Students accumulate these **credits** by successfully completing courses each semester. The **credit value** of a course depends on the **number of instruction hours per week**.

Types of Courses:

There are two main categories of courses in the university:

1. **Lecture Courses** – consist of:
 - **Lectures (L)**
 - **Tutorials (T)**
2. **Laboratory Courses** – consist of:
 - **Practicals (P)**

Credit Calculation (As per AICTE Norms):

The credit assigned to each type of course component is as follows:

Instruction Type	Weekly Hours	Credit Value
Lecture (L)	1 hour/week	1 credit
Tutorial (T)	1 hour/week	1 credit
Practical (P)	2 hours/week	1 credit

Using this, the credit calculation is done as:

- **Credits for Theory Course:**

$$C = L + T$$
- **Credits for Laboratory Course:**

$$C = \frac{1}{2} \times \text{Number of Practical Hours per Week}$$

Other Course Components:

Credits will also be assigned to the following academic activities:

- **Industrial Training**
- **Seminars**
- **Projects**
- **Other Mandatory Courses**

These credit assignments will be specified in the **respective syllabi**.

Note: Some academic requirements may be **non-credit** in nature, but must still be completed as part of the program.

A student must earn the total number of credits as specified in the curriculum to be eligible for the award of the degree.

9.3 Evaluation:

9.3.1. Assessment of Theory Courses:

Theory courses will be evaluated through two components: Internal Evaluation and External Evaluation. The distribution of marks for these components is given in the table below.

Internal Evaluation			External Evaluation
ISE-I	MSE	ISE-II	ESE
10 marks	30 marks	10 marks	50 marks

The students are required to secure **minimum 40% marks in ESE** and also require to get minimum 40 % marks out of 100.

Phase I: - In Semester Evaluation I & II of 10 Marks each 1hr Duration, The mode of Continuous Internal Evaluation (ISE) is decided by the course faculty and must be announced at the start of the course. Students' performance is to be continuously assessed, and records must be maintained in the standard format by the course teacher. This process is monitored by the Departmental Academic Advisory Board (DAAB) Chairman. After completion of each ISE component, the results should be shared with the students.

The ISE includes 8 sub-components, each carrying 5 marks. Out of these, the course teacher must select two sub-components for assessment, based on the Course Outcomes. These selected components must be declared at the beginning of the semester.

A sub-component can be any of following assessment method:

- i. Online Quiz
- ii. Surprise Tests
- iii. Course Mini Project
- iv. Open Book Examinations
- v. Case Study
- vi. Demonstrations / Seminar presentation
- vii. Field Visits
- viii. Viva

The ISE component of the laboratory course is a continuous evaluation turn by turn by the course faculty and the assessment should be shown to the students.

Phase II: -Mid Semester examination of 30 marks, 1.5 hour duration,

The Mid-Semester Examination (MSE) question paper will be set with one question each on unit 1, unit 2 and unit 3 of the course syllabus. The marks obtained will be rounded off to the next digit. The exam schedule is provided in the academic calendar, and the detailed timetable will be announced in advance by the Controller of Examinations

- a)** The teacher will announce at the beginning of the respective course the method of conducting the assessments inform the same to the Director, Dean Academics CoE & ACoE in Institute in the first week of the semester. The same may be also displayed on the College Notice board and Portal.
- a)** The teacher shall keep the record of the internal assessment of a class at least for three years and produce it to the Director of the Institute or Dean-Academics, if needed.
- b)** In-semester performance of all students, both ISE and mid- semester examination should be displayed on notice board institute portal and sent to the Examination department of college by the teacher before the end- semester examination.
- c)** For the theory courses, there will be one Mid-semester exam for each course to be held as per the schedule fixed in the Academic Calendar of the institute.
- d)** A candidate who has not appeared for the in-semester evaluation and/or mid-term examination in one or more subjects shall be considered to have not completed the course.

9.3.2 End-Semester examination:

The End Semester Examination (ESE) carries 50 marks and is conducted after the completion of course instruction, as per the academic calendar.

1. The examination is of 2 hours duration and carries a maximum of 50 marks. It will cover the complete syllabus of the course. While setting question paper for ESE 70% weightage is to be given to Unit no.4, 5 and 6 combinely. Remaining 30% weightage is to be uniformly distributed over unit no. 1 to 3. All questions should be compulsory. Internal options of approximately 40% percent are to be included in the question paper. The student is required to secure 40% marks separately to pass the examination. ESE shall be conducted centrally for all programmes and shall commence on the same day as per the schedule. However, in case of any emergency, the Chairman, BoE is empowered to reschedule any examination.
2. CoE shall be responsible for smooth and proper conduct of examination in the Institute with the help of Dean Academics, examination department.
3. CoE shall communicate with the Police Station, Vadgaon as per requirement for keeping the Police 'Bandobast' during the Examination.
4. Seating arrangement for ESE shall be made at the Institute level. CoE shall prepare a master seating plan, taking into account the total number of students who will be appearing for exam.
5. CoE shall prepare detailed time table of ESE and circulate it for display on examination department notice board.
6. CoE shall receive the requirements of answer books, supplements, drawing sheets, graph paper and other material from various departments and distribute the same to respective departments, and keep the record of the same.
7. CoE shall receive cases of misbehavior and malpractices from the Supervisor and forward them to the examination lapses committee for further action.
8. CoE shall obtain a list of external examiners from the Board of Studies (BoS) for different courses and make it available to various Heads of Departments.
9. There shall be ESE for maximum one course of the same class in a day (This rule is not applicable for supplementary / make-up examination).

10. CoE shall appoint staff for examination, supervision and vigilance squad for ESE. CoE may change the number of staff for conducting examination.
11. In general, one supervisor per 40 students (maximum 40) shall be appointed. Full time or visiting faculty member can be appointed as invigilator.
12. Number of relievers will be 01 reliever for 6 exam halls shall be appointed.
13. Vigilance squad shall consist of 2-3 senior faculty members including at least one lady faculty.
14. Administrative staff, peons and sweeper for examination control room may be appointed as per the requirement.
15. Supervisors, additional supervisor and relievers shall be appointed centrally among the faculty of all departments. Depending on the need and availability, CoE may change the number of staff for conducting examination.
16. CoE shall prepare bell schedule and inform to bellman, students, invigilators and vigilance squad etc.

9.3.3 Passes and Fail:

- (a) The candidates who obtain 40% and more marks in a subject head of the end semester examination AND 40% or more of the total marks of a subject head shall be deemed to have passed the respective subject head.
- (b) The candidates who obtain less than 40% of marks in a subject head of the end semester examination AND less than 40% the total marks of a subject head shall be deemed to have failed in the respective subject head (Grade FF).

9.3.4 Grades:

- (a) The performance of a student shall be documented by a **Letter grade**. Each letter grade has a **Grade point** associated with it. The Grades and Grade points shall be assigned to each head of passing and both will be indicated in the mark-list of the semester examination.
- (b) A teacher shall assign absolute marks to all the in-semester evaluation and the end- semester exam for the respective subject head. The teacher shall collate the marks of internal evaluation and submit the same to the office.
- (c) The total marks (ISE+ mid-semester + end-semester) of a candidate in a subject head are converted into a letter grade, based on the relative performance of the

student in the class taking examination in the subject. The performance of the students who have passed the said subject shall be considered for the allotment of the relative grade on statistical basis.

Relative Grades after regular ESE

Average marks (AM)	Grade who's upper boundary to be set at AM	Calculation of other grades
AM < 60%	CC	AA, AB, BB, and BC grades shall be decided between the AM and HM by dividing the range in equal intervals. CD and DD grades shall be decided between the AM and minimum marks required for passing the head (i.e. 40%) by dividing the range in equal intervals.
60% ≤ AM < 70%	BC	AA, AB and BB grades shall be decided between the AM and HM by dividing the range in equal intervals. CC, CD and DD grades shall be decided between the AM and minimum marks required for passing the head (i.e. 40%) by dividing the range in equal intervals.
AM ≥ 70%	BB	AA and AB grades shall be decided between the AM and HM by dividing the range in equal intervals. BC, CC, CD and DD grades shall be decided between the AM and minimum marks required for passing the head (i.e. 40%) by dividing the range in equal intervals.

For practical courses minimum marks required for passing is 40%.

For every course registered by a student in a semester, he/she shall be assigned a relative grade using statistical method based on his/her combined performance in all components of evaluation scheme of a course as per the structure. The grade indicates an assessment of the student's performance and shall be associated with

equivalent number called a grade point. The statistical method of grading is given in above table. The grading scale ranks the students on statistically on the basis of overall performance of the student in the given class in the given course head. While assigning grades in a given course head, it is essential to know average marks "AM", obtained by the student who have passed the course and the highest marks "HM" of the given course head in given class. Minimum marks for passing is 40%. Conversion of letter grades to numerical grade point is as per table.

*Relative grading is applicable if numbers of students are more than 10 for regular examination.

The academic performance of a student in supplementary / makeup exams shall be based on absolute grading. The letter grades, the guidelines for conversion of marks to letter grades and their equivalent grade points are as given in Table.

Grades for absolute grading

Theory			Laboratory Courses		
Letter Grade	Marks Obtained %	Grade Point	Marks Obtained %	Grade Point	Description of Performance
AA	>=90	10	>=90	10	Outstanding
AB	80-89	9	80-89	9	Excellent
BB	70-79	8	70-79	8	Very Good
BC	60-69	7	60-69	7	Good
CC	50-59	6	50-59	6	Above Average
CD	45-49	5	45-49	5	Average
DD	40-44	4	40-44	4	Below Average
FF	<40	0	<40	0	Fail
XX	—	0	—	0	Detained
II	—	—	—	—	Incomplete due to genuine reason
PP	—	—	—	—	Passed (Audit Course)
NP	—	—	—	—	Not Passed (Audit Course)

d) The combined performance generally refers to performance in (as per the structures of the respective course) ISE, MSE and ESE in theory courses and ISE and ESE for laboratory courses.

e) A student shall pass the course if he/she gets any grade in the range between "AA" to "DD".

f) "FF" grade shall be awarded to a student in a course if he/she gets less than 40% marks in ESE separately and also 40% marks jointly in the ISE, MSE & ESE for a theory course as well as for a laboratory course. Student failed in theory course and laboratory course shall then be eligible to apply for supplementary examination / makeup examination conducted along with regular examination at end of next semester and will suffer one grade penalty.

g) Grade "XX" in a regular course shall be given to a student if he/she falls in any of the following categories.

i) A student does not maintain the minimum attendance requirement in any of the theory/laboratory/seminar/min-project/project and summer internship/in plant training courses.

ii) A student has not completed most of the ISE and MSE due to non-medical reasons (e.g. when a student has missed all or most of the components of internal evaluation).

iii) A student is guilty of any academic malpractice during semester (Such cases shall be dealt by Lapses Committee).

iv) A student is guilty of any academic malpractice during examination.

h) Following rules apply to the student who has obtained grade "XX" in a regular semester:

i) If a student has XX grades in more than three courses, his term will be detained and he is not allowed to appear for ESE in any of the courses. The student is required to take the fresh admission to the same class in the next academic year.

ii) Students having XX grades in 3 or less number of courses can appear in next semesters supplementary / makeup exam when that course is offered by paying the prescribed fee for the course and complete ISE and MSE in consultation with course faculty / respective department, if not completed in previous semester. Such student

can appear for the supplementary / make up examination of the course but will suffer one grade penalty.

iii) The structure of the supplementary / make up examination is same as regular ESE but students will suffer one grade penalty.

iv) In above two cases when a student gets "XX" grade in a course, then this shall be treated as "FF" for the purpose of calculation of Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

v) Grade "II" shall be declared in a theory/laboratory course if a student has satisfactory performance in ISE and MSE and has fulfilled the 75% attendance requirement, but has not appeared for ESE due to genuine reasons given below:

- a)** Student is representing AMGOI in sports/cultural event.
- b)** Appearing for competitive examination whose dates are fixed.
- c)** Death of family member (Mother, Father, Brother or Sister).

Such students examination will be conducted immediately after end of regular semester exam on submission of application with supporting documents (as required by the institute) to the Exam Center 7 days before the respective examination date (wherever possible).

vi) There shall be a few audit courses as per the policies of the institute or as decided by DAAB of respective program. The grade "PP" (Passed)/ "NP" (Not Passed) shall be awarded for such courses depending upon the performance of a student evaluated by the course instructor. No grade points shall be associated with these grades and performance in these courses shall not be taken into account in the calculation of the performance indices (SGPA, CGPA). However, the award of the degree shall be subject to obtaining a "PP" grade in all such courses.

9.3.5 Award of Grades makeup examinations:

- i) In case of "FF" grade students ISE and MSE performance shall not be wiped out. Such student shall apply and appear for supplementary / make up examination.
- ii) A student shall be awarded a grade between "AB" to "DD", or "FF" or "XX" as given in Table below. Here a student has to suffer one grade penalty by accepting one grade lower as compared with the regular grades. This is based on absolute grading.

Grade Table for supplementary / make up examination

Letter Grade	Theory Marks Obtained %	Laboratory Marks Obtained %	Grade Point
AB	≥ 90	≥ 90	9
BB	80-89	80-89	8
BC	70-79	70-79	7
CC	60-69	60-69	6
CD	50-59	50-59	5
DD	40-49	40-49	4
FF	< 40	< 40	0
XX	—	—	0

9.3.6. Examination Patterns:

The various exams conducted in an academic year are given below:

Winter Examination (at the end of odd semester)	1. Regular examination of odd semester 2. Supplementary examination of odd and even semester.
Summer Examination (at the end of even semester)	1. Regular examinations of even semester 2. Supplementary examination of odd and even semester.
Makeup examination (at the end of academic year)	1. Makeup examination at end of Academic Year

There will be **one grade penalty** for the attempts of supplementary/makeup exam and also ISE, MSE marks are to be carried forward (for FF grades).

9.3.7. Calculation of Performance Indices:

The performance indices viz. Semester Grade Point Average (SGPA), Cumulative Grade Point Average (CGPA) represent the performance of a student in a semester (SGPA), and cumulated over all semesters from the first semester onwards till current semester (CGPA) on a scale of 10.

9.3.7.1 Semester Grade Point Average (SGPA):

- i)** The performance of a student in a semester shall be indicated by a number called SGPA.
- ii)** SGPA shall be the weighted average of the grade points obtained in all the courses registered by the student during a semester.
- iii)** If 'gi' shall be a grade with numerical equivalent as gi obtained by a student for the course with credits 'Ci' then, SGPA for that semester is calculated using formula.

$$SGPA = \frac{\sum Ci \cdot gi}{\sum Ci}$$

Where summation is for all the courses registered by a student in that semester, SGPA shall be calculated and is rounded off to two decimal places.

- iv)** SGPA shall get affected because of the grades "XX" and "FF" obtained by the student in any of the courses.
- v)** For the students acquiring "II" grade (which is only a temporary grade) in any of the courses, SGPA/CGPA shall be calculated only after regular/supplementary/makeup examination.
- vi)** SGPA once calculated shall never be modified.

9.3.7.2. Cumulative Grade Point Average (CGPA):

- i) An up-to-date assessment of the overall performance of a student for the courses from the first semester onwards till completion of the program shall be obtained by calculating an index called Cumulative Grade Point Average (CGPA).
- ii) CGPA is the weighted average of the grade points obtained in all the courses registered by a student since the beginning of the first semester of the program.

$$CGPA = \frac{\sum C_i g_i}{\sum C_i}$$

Where, summation is for all the courses registered by a student from first semester till that semester and shall be rounded off to two decimal places.

- iii) CGPA shall reflect all courses undergone by a student including courses in which he/she has failed. Thus, similar to SGPA, "FF" and "XX" grade shall affect the CGPA of a student.
- iv) If a student is awarded with a pass-grade for a course in which he/she was awarded previously "FF" or "XX" grade then, CGPA shall be calculated by replacing corresponding Ci and gi in both numerator and denominator of the above formula. Thus, a course shall be included only once in CGPA calculation. The latest performance of a student in a course shall be considered for CGPA.

9.3.8 Practical Examination:

1. Practical examination shall be conducted as per the examination schedule approved by BoE. However, in case of any emergency, the examination may be rescheduled with the prior approval of CoE.
2. Practical examination of lab courses shall be conducted immediately after the semester is over. Duration for practical examination shall be three hours or as specified in curriculum structure.
3. Departmental exam coordinator shall act as coordinator for conducting practical examinations.

4. The BoS shall recommend the list of external/internal examiners for practical examination of each course to examination committee. Based on the list of examiners received, CoE shall issue the appointment orders.
5. Respective Heads of Departments shall prepare detailed timetable (batch-wise) for the practical examination. A consent of Heads of other departments shall be taken, if necessary, to avoid overlapping of schedule or any other problem
6. In case of need for substitute appointment, the internal examiner/chairman shall convey the same to departmental exam coordinator. The departmental exam coordinator shall prepare the substitute appointment order, get it approved from head of department and issue it and copy send of the same to CoE.
7. For UG project and PG dissertation ESE examinations, external examiner is mandatory.
8. Board of Studies (BoS) shall recommend the list of external/internal examiners for practical examination of each course to examination committee. Examination Committee shall finalize the names of external examiners, from among the list recommended by BoS.
9. The appointment orders of chairman, internal and external examiner shall be issued by CoE. In case of need for substitute appointment for PG dissertation ESE, the chairman shall convey the same to CoE through departmental exam coordinator. CoE shall prepare the substitute appointment order and issue it.
10. If external examiner does not report for the examination due to emergency, the concerned departmental exam coordinator shall make alternative arrangement. In case no examiner is available, departmental exam coordinator of the concerned department is empowered to make suitable arrangement with the consent of the concerned course faculty and convey the same to CoE.
11. The head of department shall appoint laboratory expert, laboratory assistant,

laboratory peon as per requirement and forward the copy of the same to the CoE through departmental exam coordinator.

12. An internal examiner along with laboratory experts and laboratory peons shall make all the necessary arrangements of equipment/laboratory setup required for conducting lab examination of the courses for which their appointment is made

13. Lab examination shall be conducted in any one of the following manners:

a) Oral Examination only: Both internal and external examiners shall ask questions to the students based on the practical content of the course, so as to assess his practical knowledge of the course.

b) Practical and oral Examination: The students are required to perform the given experiment/do the given job in the workshop/prepare a drawing / develop a computer program. The performance of the students then shall be judged by External examiner only.

c) Practical examination, in which student is required to perform a given practical, followed by the oral examination (viva voce) based on the practical content of the course. The performance of the students then shall be judged by both Internal and External examiner.

14. After the completion of lab examination, internal examiner along with the other examiner shall prepare the mark list as per the format, and submit it in sealed envelope to departmental exam coordinator on the same day, or latest by the next working day.

15. Departmental exam coordinator shall compile and forward the bills (T.A. / D.A., remuneration) of external examiner at the end of examination to CoE.

9.3.9 Assessment of Seminars, Mini-projects, U.G. Projects and P.G. Dissertations:

1. Evaluation of seminars, mini-projects, projects/dissertations shall be conducted as per the schedule approved by the examination committee.

2. The evaluation of seminars and mini-projects shall be carried out internally throughout the semester as per the departmental schedule

3. For UG project and PG dissertation ESE external examiner is mandatory.
4. Departmental exam coordinators shall act as coordinator for evaluating the students of his/her department for seminars, mini-projects and shall be responsible for smooth conduct of various examination related activities. He/She shall, however, take the services of staff of his/her department for this purpose.
5. The evaluation of UG projects shall be carried out by a panel of examiners consisting of Chairman, external examiner, and internal examiner/guide. Departmental exam coordinator shall prepare detailed timetable for the project examination and coordinate the conduct of the same. The CoE may reschedule the UG project examination if needed, and inform the concerned accordingly.
6. After the end-semester examination the UG project report shall be evaluated by both external examiner and internal examiner (preferably a Guide) and an oral examination is conducted.
Once the project end semester examination is over, an internal examiner along with external examiner shall fill in the marks in the mark sheet, sign on it, seal it in a packet, write all details on the packet and hand over the same to exam cell on the same day, or latest by the next working day.
7. Departmental exam coordinators shall compile and forward the bills (T.A. / D.A., remuneration) of external examiner at the end of examination to CoE.
8. A panel consisting of Chairman, External Examiner, Internal Examiner (Guide), and Co-guide (wherever applicable) evaluates dissertation work of PG students through an oral examination supported by necessary demonstrations. The chairman of this panel shall be one of the faculty members other than guide.
9. The CoE appoints an external examiner for end semester evaluation of PG dissertation. The chairman of this panel shall prepare detailed timetable and display it.
10. In case external examiner does not report for the examination due to emergency, the

concerned chairman shall make alternative arrangement from the list of panels of examiners submitted by BoS. In case no examiner is available from the list of panels, the head of department is empowered to make suitable arrangement with the consent of CoE.

11. Once the dissertation end semester examination is over, Chairman, internal examiner along with external examiner shall fill in the marks in the mark sheet, sign on it, seal it in a packet, write all details on the packet and submit the same to exam cell on the same day, or latest by the next working day.

12. Departmental exam coordinators shall compile and forward the bills (T.A. / D.A., remuneration) of external examiner at the end of examination to CoE.

9.4 Passing of a Semester Examination:

A candidate shall be declared as 'PASSED' any semester examination if he/she has

- (a) Cleared all heads of passing by securing grades DD or higher in all the heads;
- (b) Passed all the heads of passing such as project, seminar, training, etc as per the rules;
- (c) Satisfactorily completed all the mandatory requirements of the course;
- (d) Paid all the institute dues;
- (e) No case of indiscipline pending against him/her.

9.5 Semester Grade Report:

- i) Semester grade report reflects the performance of a student in that semester (SGPA) and also the cumulative performance since the first semester of his/her study (CGPA).
- ii) The semester grade card issued at the end of each semester to each student shall contain the following.
 - a) The credits for each course registered for that semester.
 - b) Any audit course/s undertaken by a student in a Semester.
 - c) The letter grade obtained in each course.

- d) The total number of credits earned by a student for the first year separately.
- e) The total number of credits earned by a student since the 3rd semester onwards.
- f) SGPA, CGPA.
- g) A list of backlog courses, if any.
- h) Remarks regarding eligibility of registration for the next semester.

iii) Semester grade card shall not indicate class or division or rank however a conversion from grade point index to percentage based on CGPA shall be indicated on the final grade card of the program.

9.6 Eligibility for the Award of a Degree:

Following rules prevail for the award of degree.

- i)** A student has registered and passed all the prescribed courses under the general institutional and departmental requirements.
- ii)** A student has obtained a CGPA ≥ 4.5 .
- iii)** A student has paid all the institute dues and satisfied all the requirements prescribed.
- iv)** A student has no case of indiscipline pending against him/her.
- v)** Institute authorities shall recommend the award of B. Tech. degree to a student who is declared to be eligible and qualified for above norms. However, the final degree shall be conferred by Dr. Babasaheb Ambedkar Technological University, Lonere.
- vi)** A student who has joined an autonomous program in fifth semester (third year), his CGPA is calculated based on his performance from fifth semester to eighth semester.
- vii)** A student who has joined an autonomous program in seventh semester (fourth year), his CGPA is calculated based on his performance from seventh semester to eighth semester.
- viii) Grace Marks:** Grace Marks is given for maximum of two theory courses / POE/OE provided he / she has passed in all the other courses for the semester. If a student has failed in more than two courses no grace marks will be applicable in any course. Absence of a candidate in any paper(s) that he or she has registered for the examination

will make him ineligible for grace marks. Grace marks should not exceed 1% of total ESE marks (maximum 3 marks).

ix) A grace of 1% of maximum CGPA of 10 (maximum 0.1 CGPA) is given to the student only at 8th semester CGPA if such a provision will help to secure the higher class i.e. to secure minimum pass class (CGPA 4.5, second class, first class /first class with Distinction). It is not given for any other reasons.

Grade Point vs. Equivalent Percentages (as per AICTE):

(Applicable for B. Tech. students admitted from 2025-26 onwards in first year and from 2026-27 onwards lateral entry into second years)

Grade Point	Equivalent Percentage
6.25	57.5
6.75	62.5
7.25	67.5
7.75	72.5
8.25	77.5

Proposed CGPA vs. Class for B. Tech Program

Corresponding Class	Pass Class	Second Class	First Class	First Class with Distinction
CGPA	CGPA \geq 4.5 & < 5.5	CGPA \geq 5.5 & < 6.5	CGPA \geq 6.5 & < 7.5	CGPA \geq 7.5

The formula for Converting CGPA into Percentage marks for CGPA \geq 4.5 can be obtained using equation: Percentage marks = (CGPA - 0.5) * 10

9.7 Allowed to keep terms (ATKT):

A student shall be allowed to take admission for an odd semester of next academic year, only if he/she has earned all the credits of previous year and maximum of three "FF" grades in the current year (semester I and Semester II together).

Students who have FF grades in more than three courses including POE/OE in the current academic year will not be permitted to take admission for the odd semester of next academic year.

A student with "FF" grade in any course including POE/OE of first year then he/she will not be eligible to take admission to third year. A student with "FF" grade in any course including POE/OE of second year then he/she will not be eligible to take admission to fourth year.

Maximum duration for getting B. Tech. degree for students admitted in the first semester of UG program shall be 14 semesters (seven academic years) while for lateral entry students admitted in the third semester shall be 12 semesters (six academic years) from their date of admission. The maximum duration of the program includes the period of withdrawal, absence and different kinds of leaves permissible to a student but excludes the period of rustication of a student from the institute. However, genuine cases on confirmation of valid reasons may be referred to the Academic Council for extending this limit by an additional one year.

It is mandatory for a student to earn all credits specified for semester I and semester II or eligible for ATKT as per the rules to seek admission to Second Year in three years from the date of his / her admission to avoid NFTE. If a student fails to become eligible for admission to Second Year engineering in three years from the date of his / her admission, then he / she shall be declared as "Not Fit for Technical Education (NFTE)" leading to discontinuation of his / her registration with the institute. Depending upon the academic progress of a student, the Academic Council may take a decision regarding continuation or discontinuation of his / her registration with the institute.

9.8 Grade /CGPA Improvement Policy for Award of Degree:

Students who have secured DD grade in courses in an odd semester or even semester in an academic year can appear for supplementary/makeup examination for the same academic year for improvement of grade.

An opportunity shall be given to a student who has earned all the credits required by the respective program with CGPA less than 6.5 to improve his/her grade by allowing him/her to appear for supplementary / makeup examination.

9.9 Amendment of Results due to errors:

In case of errors observed in the result, it shall be corrected and amended in results with concern of the Director. A report listing such amendments shall be submitted by the CoE to BoE. The amended result shall be endorsed by BoE before its declaration. The error means -

1. Error in computer/data entry, printing or programming;
2. Clerical error, manual or machine error, in totaling or entering of marks on ledger / register.
3. Error due to negligence or oversight of the examiner or any other person connected with evaluation, moderation and result tabulation.

9.10 B.Tech Honors Degree

A Minor is an additional credential, a student will earn if he/she does minimum 18 credits worth of additional learning in his/her major discipline or other than his/her major discipline. The objective is to permit a student to customize their Engineering degree to suit their specific interests.

Upon completion of minimum 18 credits in engineering, a student will be better equipped to perform in core/interdisciplinary courses and will be better employable.

B.E. / B.Tech. Honors:

The students should have earned additionally a minimum of 18 credits from more than one specialization /domain of the same programme or a multiple program.

Eligibility:

- 1) The students will be permitted to register the courses from Semester III onwards.
- 2) A student from any department is eligible to apply for Honors from any other department.
- 3) Approved NPTEL online courses can be considered for credit transfer into Honor.
- 4) Under graduate Degree with Honor shall be issued by the Institute to the students who fulfil all the academic eligibility requirements for the B.Tech program and Honor.