

APJ ABDUL KALAM
TECHNOLOGICAL
UNIVERSITY

REGULATIONS

B.ARCH 2021



The A.P.J. Abdul Kalam Technological University Academic Regulations for B. Arch, 2021

This may be called the A.P.J. Abdul Kalam Technological University Academic Regulations for B. Arch, 2021. These are subject to the provisions of the A.P.J. Abdul Kalam Technological University Act, 2015, the statutes and ordinances, if any, issued in the subject from time to time. It is to express understanding that these regulations are subject to the approval of the concerned statutory bodies of the University. These regulations shall be applicable for students admitted from 2021 onwards.

1. Preamble

R1.1 The University has the right to modify the regulations from time to time.

R1.2 In all matters related to the regulations, the decision of the University and its interpretation given by the BoG shall be final and binding.

2. Admission

R2.1 Admission policy, eligibility for admission and admission procedure shall be decided by the University and the competent statutory authority (Council of Architecture) for admissions from time to time.

R2.2 If at any time after admission, it is found that a candidate has not fulfilled any of the requirements stipulated by the University or the statutory body concerned, the Vice Chancellor may revoke the admission of the candidate and report the matter to the BoG.

R2.3 A student admitted to a particular institute shall continue studying in that institute till the completion of the course unless he/she is permitted an inter college transfer as per R9.

R2.5 The number of students admitted shall be based on the sanctioned intake by the Council of Architecture and A.P.J. Abdul Kalam Technological University.

R2.6 Notwithstanding all that is stated above, the admission policy may be modified from time to time by the University, particularly to conform to direction from the Govt of Kerala, Government of India and Council of Architecture.

3. Structure of B.Arch Program

R3.1 The duration of the regular B. Arch. Program will normally be of five Academic years spanning 10 semesters of 15 weeks (75 working days) inclusive of Practical Training during seventh semester and Thesis and Viva Voce during tenth semester as per the curriculum.

R3.2 The maximum duration shall be eight academic years spanning 16 semesters. A student who could not complete the program and pass the whole courses within 16 semesters will not be allowed to continue and she/he has to quit the program.

R3.3 Every academic year shall have two semesters "1st July to 31st December (Odd Semester)" and "1st January to 30th June (Even Semester)". Each semester shall have minimum of 75 working days. The vacation of the faculty and staff shall be as per the Government orders from time to time.

R3.4	The B.Arch programme shall have a curriculum and syllabi for the courses approved by the Academic Council. Syllabus for any course shall be normally modified/updated once in 5 years. However, innovative elective courses can be included as and when required, on the recommendations of the Board of Studies in Architecture and subject to the approval of the Academic Council. All revisions shall be based only on the recommendations of the Board of Studies in Architecture.		
R3.5	The academic programs of the University follow the credit system. The general pattern is as below:		
	1 Hr. Lecture (L) per week	1 credit	
	1 Hr. Tutorial (T) per week	1 credit	
	1Hr. Studio (S) per week	1 credit	
	1Hr.Practical/Drawing/Workshop (P/D) per week	1 credit	
	The workload of a faculty member shall be the actual number of hours engaged by the faculty member.		
	The curriculum of the B.Arch. Program shall have a total of 260 academic credits.		
R3.6	Every course of B. Arch. Program shall be placed in one of the five knowledge segments prescribed by CoA, as listed in table below.		
	Sl.no	Knowledge Segment	Code Breakup of Credits
	1	Professional Courses	
	1.a	Architectural Design	AD 154
	1.b	Architectural Studies	AS
	1.c	Architectural Theory	AT
	2	Building Science and Applied Engineering Courses	
	2.a	Basic and Building sciences	BS 65
	2.b	Building Construction	BC
	2.c	Applied Engineering	AE
	3	Elective Courses	EC 13
	4	Professional ability enhancement courses	PE 26
	5	Skill enhancement courses	SE 2
	Total Academic Credits		260
	R3.7	Course work for every semester except Practical Training semester and Architectural Design Thesis semester shall preferably have 4 to 5 lecture-based courses, 1 to 2 labs/seminars/drawing based subjects/workshops and 1 Architectural Design Studio.	
R3.8	The medium of instruction shall be English. All examinations, project/seminar reports and presentations shall be in English.		

	4. Academic Monitoring and Student Support
R4.1	Advisory System: There shall be one Senior Faculty Advisor (SFA) for a semester and faculty advisors (FA). The number of faculty members to be assigned can be decided by the respective institutions based on the staff strength. The Principal shall assign regular faculty member with minimum five years of experience as the Senior Faculty Advisor (SFA) in discussion with the Head of Department.
R4.2	The documents regarding all academic and non-academic matters of students are under an advisory group and shall be kept under the custody of Faculty Advisor/Senior Faculty Advisor.
R4.3	All requests/applications from a student or parent to higher offices are to be forwarded/recommended by his/her Faculty Advisor/Senior Faculty Advisor. Students and parents shall first approach their Faculty Advisor/ Senior Faculty Advisor for all kinds of advice, clarifications, and permissions on academic matters. It is the official responsibility of the institution to provide the required guidance, clarifications and advice to the students and parents strictly based on the prevailing academic regulations.
R4.4	The SFA shall arrange separate or combined meetings with advisors; course faculty, Parents, and students as and when required and discuss the academic progress of students under their advisory group. The Senior Faculty Advisor/ Faculty Advisor shall also offer guidance and help to solve the issues on academic and non-academic matters including personal issues of the students in their advisory group. Advisory meetings shall preferably be convened: Immediately after the commencement of the semester. Immediately after announcing the marks of first internal evaluation test. The internal marks and eligibility of attendance shall be uploaded in the University portal only after displaying the same in the department notice board at least for two working days. This is for the information and feedback of the students. Any concerns raised by the students regarding attendance and internal marks shall be addressed in the combined meetings of advisors, course faculty and the students concerned. The Principal/HoD shall ensure the proper redressal of the concerns raised by the students regarding internal assessment and attendance. The FA/SFA shall be the custodian of the minutes and action taken reports of the advisory meetings.
R4.5	The SFA shall get the minutes and action taken reports of advisory meetings approved by the Head of Department and the Principal. It shall be the duty of the HoD and the Principal to produce it before the University as and when required.
R4.6	The FA/SFA shall keep a hard copy of the consolidated statement of attendance and internal marks of the students in their advisory group. It shall be kept with the HoD without fail for all sorts of inspections.
R4.7	Regular communication with the parents of students in respect of progress in academic matters and other general issues shall be the responsibility of the Senior Faculty Advisor/ Faculty Advisor.
R4.8	The Principal shall inform/forward all regulations, guidelines, communications, announcements etc issued by the University regarding student academic and other matters to the HoDs/ Senior Faculty Advisors for information and timely action.

R4.9	It shall be the official responsibility of the Principal to arrange necessary orientation programs to the HoDs, SFAs and FAs regarding student counselling, the prevailing University norms, regulations, guidelines, and procedures on all academic and other University related matters.
5. Academic Auditing of affiliated institutions.	
R5.1	There shall be academic auditing in each affiliated college at stipulated intervals. The academic auditing shall be conducted jointly by an Internal Quality Assurance Cell (IQAC) within the college and external academic auditor(s) appointed by the University. The Internal Quality Assurance Cell (IQAC) in each college shall oversee and monitor all the academic activities including all internal evaluations and examinations. This cell shall prepare academic audit statements in the formats prescribed by the University for each semester at regular intervals. These reports shall be presented to the external academic auditor(s), who shall use it as reference for independent auditing. The external auditor(s) shall submit the final audit report to the University in the prescribed format. Academic auditing shall cover: ✓ Course delivery and adherence to the course plan, syllabus coverage, quality of question papers used for internal examinations, internal evaluation, maintenance of laboratory experimental set ups and equipment, practical assignments, mini projects and conduct of practical classes and their evaluation. ✓ Co-curricular and Extra-curricular activities available for students. ✓ Academic functioning of the college encompassing students, faculty and college administration covering punctuality, attendance, discipline, academic, environment, learning ecosystem, academic accountability, academic achievements, and benchmarking. ✓ The audit shall also cover the quality criteria prescribed by the University.
6. Examinations/ Jury/ Internal Assessment	
R6.1	There shall be End Semester Examinations (ESE) in every semester for those courses as prescribed under the curriculum. The End Semester Examinations shall be conducted by the University for all theory-based subjects under group III. Semester classes shall be completed at least ten days before the commencement of the End Semester Examinations.
R6.2	The End Semester Examinations (ESE) shall be held twice in a year – May/June session (for even semesters) and November/December session (for odd semesters). However, the End Semester Examinations of the ninth Semester shall be conducted in both the sessions.

R6.3

Candidates in each semester shall be evaluated both by Continuous Internal Evaluation (CIE), Internal/External Jury (EJ) and End Semester Examinations (ESE). The distribution of marks between Continuous Internal Evaluation (CIE), Internal Jury (IJ)/External Jury (EJ) and End Semester Examinations (ESE) in percentage shall be as below:

Group	Course	CIE	IJ/EJ	ESE
I	Basic Design /Architectural Design studio	50%	50%	Nil
II	Theory cum studio/Drawing	50%	Nil	50% (By institution)
III	Theory Courses	40%	Nil	60%
IV	Workshop /Practical	100 %	Nil	Nil
V	Thesis and Viva Voce	50%	50%	The assessment is given separately
	Dissertation	40%	60%	
	Practical Training	Nil	100%	

The Jury is Internal (IJ) in odd semesters and External (EJ) in even semesters

R6.4

Continuous Internal Evaluation (CIE): The Continuous Internal Evaluation shall be on the basis of the day-to-day work, periodic tests and assignments (minimum two for theory-based subjects). The faculty member(s) concerned shall carry out the Continuous Internal Evaluation (CIE) for the course allotted to him/her. The CIE marks for individual subjects shall be computed by giving weightage to the following parameters unless otherwise specified in the curriculum. Scheme of evaluation of CIE is as follows:-

Group I - Basic Design and Architectural Design Studios

- Attendance -10%
- Design Assignments/Reviews/Tests - 90%

Course plan with details of evaluation criteria and weightage of marks (scheme of assessment) shall be issued to the students in the beginning of the course. Brief of assignments/ projects, no of reviews, tests, essential field study etc shall be included in the course plan.

Group II - (Theory cum Studio/ Drawing Courses)

- Attendance -10%
- Tutorials/Assignments - 60%
- Two internal tests each having equal weightage (including viva based on assignments)- 30%

Group III (Theory Courses)

- Attendance - 10%
- Tutorials/Assignments (minimum 2) - 40%
- Two internal tests each having equal weightage - 50%

Group IV (Workshops/ Practical)

- Attendance -10%
- Presentation/ demonstration (Course work) - 40%
- Marks for Report/Record - 25%
- Final Test & Viva Voce - 25%

The CIE marks for the attendance (10%) for each theory, practical/ workshop, design studio and theory cum studio courses shall be awarded in full, only if the candidate has secured 90% attendance or above in the subject. If a student has attendance for a subject below 90%, reduction in the marks for the attendance shall be made proportionally. The CIE marks obtained by the student for all subjects in a semester are to be published at least 5 days before the commencement of the University examinations /as per the academic calendar published. Duty leave shall be accounted for awarding the internal marks for attendance.

Group V(i) Thesis and Viva Voce

The students of B.Arch. degree course are required to prepare architectural design project (Thesis and Viva voce) during the last semester of the program under the guidance of faculty appointed by the Department. The student has to obtain prior permission on the subject of thesis from the department and the guide. The nature of design thesis shall be either a live project or a proposal and the student has to work out all aspects including its programming in consultation with the guide allotted. The Institution shall appoint a senior Faculty member as Thesis Coordinator prior to the commencement of the semester to facilitate smooth conduct of the course Thesis and Viva Voce.

The Thesis Coordinator shall monitor the progress of the course, conduct of internal reviews and final Jury examinations, appropriate notifications and publication of review marks. As far as possible the Thesis Coordinator of a regular Jury Examination and its supplementary Jury Examination shall be same.

Institution shall assign a faculty member as GUIDE to each student. The guide shall monitor and record the continuous progress of the student and provide necessary guidance to complete the project. Internal evaluation of each student will be done by the guide and through 4 stage reviews. The institution shall constitute a Jury with minimum two members other than the guide for conducting internal reviews. The jury members are to be constituted either from the faculty of Architecture of the Teaching College and/or from among the Architects registered with the Council of Architecture, incorporated under the Architect's Act of 1972, with not less than ten years of experience.

The progress will be assessed by the jury periodically through a minimum of four stages of reviews, the dates of which will be published by the department before the commencement of the tenth semester.

The weightage for each stage review shall be normally as follows:

	Continuous progress	Stage Review	
	Guide	Guide	Jury
Review 1 (30 %)	5%	5%	20%
Review 2 (30 %)	5%	5%	20%
Review 3 (30 %)	5%	5%	20%
Review 4 (10 %)	2%	2%	6%

A candidate who fails to secure minimum 40% marks in each review stage i.e., Guide mark and Jury mark put together, will be given a supplementary review chance on the date announced by the department. There shall be only one supplementary review chance for each stage. The marks improved for a stage by appearing a supplementary chance will be limited to 50% for that stage. The supplementary chance shall be conducted within two weeks after the publication of the stage review marks after the review.

Students are required to obtain a total of 40% marks combining the four stages of reviews to become eligible for the external jury, failing which he/she has to repeat with the next immediate batch.

Group V(ii) Dissertation

Each student has to take up a dissertation project on the topic approved by the Institution during their ninth semester of study. The institution will allot a guide to each student to supervise the dissertation work. The evaluation of the project will be done in stages. There will be two progress evaluations each carrying 20 marks, and a final evaluation (presentation and report) of the project for 60 marks at the end of the 9th semester. The project supervisor and two other faculty members of the same institute form the members of the two progress evaluations.

Scheme of Evaluation is as follows:
Two progress assessment 20% each (internal), Final jury evaluation 60 % (conducted by the Institute). Pass minimum for the course is 50% marks (two progress evaluations and final jury evaluation put together).

The dissertation assessment board for final evaluation shall consist of the following members.

Co-ordinator: A senior faculty member appointed by the institute
Members: Dissertation Coordinator/Internal faculty member, an external member either from academic/research institute or practicing CoA registered architect with minimum five years of experience appointed by the institute. Those students who fail to obtain 50% must work further and appear again for the final assessment on a specified date, not earlier than one month after the first evaluation

Group V(iii) Practical Training

As per the B. Arch curriculum students shall undergo practical training for one semester i.e., in the seventh semester of the B. Arch program. The training shall be under a registered architect having a minimum five years of experience and approved by the institution. The duration of practical training shall be a minimum of 100 working days. Only those who have completed the practical training successfully will be permitted to register for the 8th semester of the B.

	Arch degree course. Those students who fail to obtain 50% marks shall repeat the practical training.
R6.5	Jury Examinations Group I - Basic Design and Architectural Design Studios Jury examination shall be conducted by the institution by observing following norms: Eligibility: The eligibility criteria for appearing the Jury Examination are as follows: ✓ The student should have 75% semester attendance in Architectural Design course (The Provision of condonation for attendance is applicable as per the University norms. ✓ 40% for the Continuous Internal Evaluation (CIE) in the course ✓ No pending disciplinary action against the student. CIE marks and Attendance of Basic Design/ Architectural Design courses to be published on or before last working day along with the details of students eligible to appear for the Regular Jury. The students who have not satisfied any of the requirements of the eligibility criteria other than the CIE marks are not eligible to appear for regular or supplementary jury and will be declared as 'FE'. Roll up Documents for Jury: All Assignments of Basic Design/ Architectural Design in the form of a portfolio and other relevant documents as instructed by the institution shall be submitted as Roll up Documents on the previous working day prior to the commencement of the Jury before 4 pm in order to be eligible for appearing for the Jury. Chair Person: The Institution shall appoint a senior Faculty member as Chairperson to facilitate smooth conduct of the Jury examinations of each semester. As far as possible the Chairperson of a regular Jury Examination and its supplementary Jury Examination shall be same. Panels of Examiners: The Institution shall appoint panels of two examiners, each consists of one Internal Examiner and one External Examiner. All examiners shall have valid CoA registration and minimum five years of experience after the registration with CoA. The Internal Examiner shall be a Faculty member from the Parent Institution. The External Examiner for odd semesters shall be a faculty member of the parent institution or other teaching institutions or an Architect from the Industry. The External Examiner for even semesters shall be an Architect from the Industry or a faculty member of another teaching institution. Principal/HoD shall ensure that the examiners appointed are not involved in awarding the Internal Assessment marks for the course. They shall also ensure that the examiners in the panel appointed for a supplementary candidate are not the examiners for his/her regular chance for that course. Pass Requirements: Pass minimum for Basic Design/ Architectural Design courses will be 40% for the Continuous Internal Evaluation (CIE) and Final Jury evaluation separately and 50% of CIE and Final Jury assessment marks put

together.

Result published at the Institution: The result of Basic Design/Architectural Design course should be published as Passed/Failed/Failed Due to Eligibility Criteria/Absent on the next working day of the last day of that Jury exam by the institution.

The results of the students who have appeared for Regular Jury and satisfied the minimum pass requirements for the course to be declared as 'Passed'. The results of the students who have appeared for Regular Jury and not satisfied the minimum pass requirements for the course to be declared as 'Failed'. The students who are eligible to appear for the Jury Examination but have failed to submit the rolled-up documents on time may also be declared as 'Failed'. The result of the candidates not eligible to appear for the regular Jury due to the eligibility criteria of procuring 40% for Continuous Internal Evaluation but satisfied all other requirements of the eligibility criteria is to be declared as 'Failed due to less CIE'.

The result of the candidates eligible to appear for the regular jury and submitted roll up documents on time but have not appeared for the Jury due to medical reason or any other valid reason with the consent of the Principal/HoD will be declared as 'Absent'.

Only those students passed in Basic Design/ Architectural Design Course, of the current semester will be permitted to register for the succeeding higher semester courses.

Regular Jury: Regular Jury examinations shall be conducted immediately after the last working day following the university published academic calendar. Eligible students shall submit the portfolio/ Roll up documents on the previous working day prior to the commencement of the Jury before 4 pm.

Supplementary Jury: A Supplementary jury will be conducted after every regular End Semester Examinations but prior to the commencement of immediate higher semester. All students declared as 'Failed'/'Failed Due to less CIE'/'Absent' are eligible to register for the Supplementary Jury. Students eligible for supplementary chance need to register to appear for the Supplementary Jury in the institution as per the schedule published by the institution. Registration for the Supplementary Jury shall be completed within 5 working days after the publication of the result of the course after Regular Jury. Institution will assign faculty members to guide the students registered for the supplementary jury.

The students registered for supplementary jury shall attend the additional studio hours conducted in the institution and improve the assignments and portfolio under the guidance of the faculty member assigned. Continuous Internal Assessment marks of these students will be revised based on their performance during these additional classes.

The students with result declared as 'Failed Due to less CIE' is required to secure minimum 40% for the Continuous Internal Evaluation (CIE) to become eligible to appear for Supplementary Jury. The Jury marks for the supplementary chance will be limited to the minimum required for a pass grade (i.e., 50% of CIE and Final Jury assessment put together)

The students with result declared as 'Absent' will be permitted to register and appear for Supplementary Jury with the consent of the Principal/HoD. This will be considered as their regular chance and both the CIE marks and Jury marks secured by them will be protected. In such cases, any modification to the portfolio submitted for the regular jury will not be permitted. Details of students registered for supplementary jury and satisfied the eligibility criteria to appear for supplementary jury shall be published in the department two working days prior to the date scheduled for supplementary jury.

The students who have registered for supplementary jury and satisfying the eligibility criteria to appear for supplementary jury shall submit improved roll up documents that is prepared under the guidance of a faculty member appointed by the institute on the previous working day of the Supplementary Jury before 4 pm. Only those students registered for the supplementary chance, satisfying the eligibility criteria and have submitted roll up documents on time are eligible for appearing for the Supplementary Jury.

Course Repeat: The following students have to repeat the course with another regular batch to continue the study:

- ✓ Students who have result as 'Failed' or 'Failed due to less CIE', and have not registered for the supplementary jury, but instead chose to break the study and repeat the course
- ✓ Students who registered for the supplementary jury, but who failed to secure 40% CIE marks even during the additional hours provided by the institution under the guidance of faculty assigned by the institution after the regular jury
- ✓ Students who have failed to secure a pass result even after the supplementary jury offered to him/her
- ✓ Students who have registered for the supplementary jury, satisfied all other eligibility criteria for it, but failed to appear for the supplementary jury
- ✓ Students with 'FE' grade for the course

Group V(i) Thesis and Viva Voce

External Jury (EJ) Examinations for the final semester Thesis and Viva Voce shall be conducted by the institution by observing following norms:

University approved panel of Experts: University will issue an approved panel of experts from the Industry/Institute having valid CoA registration and minimum

	ten years of experience after the registration with CoA to be appointed as external examiner for conducting External Jury (EJ) for Architectural Design Thesis in the 10th semester. The Institution will appoint panels of two Examiners consisting of ✓ One Internal examiner: A Faculty member from the Parent Institution other than the Guide ✓ One External examiner: An Architect from the approved panel issued by the University Principal/HoD shall ensure that the examiners appointed for a supplementary jury are not the examiners for his/her regular chance for that course. Pass Requirements: Pass minimum for Thesis and Viva voce course will be 40% for the Continuous Internal Evaluation (CIE) and External Jury separately and 50% of CIE and Final Jury assessment marks put together. Regular Jury: A regular Jury will be conducted immediately after the course period of the semester. Those students who have secured minimum 40% for Internal Assessment for the course, with no pending disciplinary action and submitted roll up on time are eligible for appearing regular Jury. Supplementary Jury: A Supplementary jury will be conducted within 3 months after the publication of the result of regular Jury. Students must have appeared for Regular Jury but failed to secure 40% in External and failed to secure 50% aggregate (CIE+ External) or absent for the Regular Jury Course Repeat: Students are required to obtain a total of 40% marks combining the four stages of reviews to become eligible for the external jury, failing which he/she must repeat with the next immediate batch.
R6.6	Core courses, Electives and Prerequisites Core Courses: All courses listed in the curriculum, other than the electives, are core courses. Earning credits in the core courses is mandatory for the B. Arch. degree. Electives: For electives, failure to earn credits does not necessarily require repeating the course. Instead, another approved elective is permitted as a replacement course by the faculty adviser concerned. Prerequisites: A candidate will not be permitted to enrol for a semester unless he/she has passed the Basic Design/Architectural Design Course of the Previous Semester. Those students who have failed in Design studio will be given an opportunity to resubmit the portfolio in a supplementary chance before the commencement of the next semester. If the student fails to secure pass in the supplementary chance, he/she will have to repeat the Course in the next academic year. A candidate will not be permitted to enrol for the eighth semester unless he/she has successfully completed the Practical Training.

R6.7	The main eligibility criteria for registering to the End Semester Examination for each course are 75% attendance in the course and no pending disciplinary action. Students who do not meet these eligibility criteria are awarded an 'FE' Grade.
R6.8	The students with FE grade shall register for the courses during the normal semesters in which the courses are offered. However, for the ninth semester FE grade students can register for the courses in the next immediate chance, if offered by their institute.
R6.9	Students, who have successfully completed (75% Attendance & no pending disciplinary action) a course under Groups II, III & IV but could not write the end semester examination, shall be awarded 'AB' Grade, provided they meet other eligibility criteria. They shall register (exam registration) and appear for the end semester examination at the next opportunity and earn the credits without having to register (course registration) for the course again.
R6.10	A student who does not register for all the courses listed in the curriculum for a semester shall not be eligible to enrol for the next higher semester.
R6.11	The maximum number of credits a student can register (course registration) for, in a semester is limited to 8 credits in excess of the total mandatory credits allotted in the curriculum for that semester.
R6.12	A student will be eligible for the award of B. Arch. Degree of the University on satisfying the following requirements: Fulfilled all the curriculum requirements within the stipulated duration of the course. Earned the required minimum credits as specified in the curriculum for the study No pending disciplinary action.
R6.13	Students registered for a course must attend the course regularly and undergo the Continuous Internal Evaluation (CIE) and appear for the End Semester Examinations (ESE). Credits for the course are deemed to be earned only on getting at least a pass grade 'P' or better in the composite evaluation.
R6.14	Pass minimum for a course under Groups II & III shall be 40% for the End Semester Examination and 50% of CIE and ESA put together. Letter grade 'F' will be awarded to the student for a course if either his/her mark for the End Semester Examination (ESE) is below 40% or the overall mark [Continuous Internal Evaluation (CIE)+End Semester Examination (ESE)] is below 50%.
R6.15	Students with F Grade can appear for the End Semester Examinations as supplementary chance/ chances and earn credits.
R6.16	Continuous Internal Evaluation mark percentage shall not exceed 30% over the End Semester Examination mark %. CIE marks awarded to a student shall be normalized accordingly. For example, if the end semester mark % is 40, then the maximum eligible is CIE mark % is $40+30 = 70\%$.
R6.17	Grading is based on the overall % marks obtained by the student in a course, as given in 6.19. The grade card shall only give the grades against the courses the student has registered. Semester grade card shall give the grade for each registered course, Semester Grade Point Average (SGPA) for the semester as well as Cumulative Grade Point Average (CGPA).
R6.18	Transfer of credits: University may allow students to transfer credits from other universities as per the guidelines given by the Academic Council and approved by the Board of Governors.

R6.19	Grade and Grade Points			
	Grades	Grade Point (GP)	% of Total Marks obtained in the course	
	S	10	90% and above	
	A+	9.0	85% and above but less than 90%	
	A	8.5	80% and above but less than 85%	
	B+	8.0	75% and above but less than 80%	
	B	7.5	70% and above but less than 75%	
	C +	7.0	65% and above but less than 70%	
	C	6.5	60% and above but less than 65%	
	D	6.0	55% and above but less than 60%	
	P (Pass)	5.5	50% and above but less than 55%	
	F (Fail)	0	Below 50% (CIE + ESE) or Below 40 % for ESE	
	FE	0	Failed due to lack of eligibility criteria (R6.8)	
	I/AB	0	Could not appear for the end semester Examination but fulfils the eligibility criteria.	
	Classification of B. Arch Degree.	First Class with Distinction	CGPA 7.5 and above	
		First Class	CGPA 6.5 and above	
Equivalent percentage mark shall be = 10 * CGPA – 2.5				
R6.20	Minimum Cumulative Credit Requirements for Registering to Higher Semester			
Semester	Allotted Credits	Cumulative Credits	Minimum Cumulative Credits required	Other prerequisites
First	28	28	Not Applicable	Not Applicable
Second	28	56	Not Insisted	Minimum P grade for S1 Basic Design
Third	28	84	Not Insisted	Minimum P grade for S2 Architectural Design
Fourth	28	112	Not Insisted	Minimum P grade for S3 Architectural Design
Fifth	28	140	30 Credits from S1& S2	Minimum P grade for S4 Architectural Design
Sixth	28	168	Not Insisted	Minimum P grade for S5 Architectural Design
Seventh	15	183	60 Credits from S1 to S4	Minimum P grade for S6 Architectural Design
Eight	28	211	Not Insisted	Minimum P grade for S7 Practical Training
Ninth	28	239	90 Credits from S1 to S6	Minimum P grade for S8 Architectural Design

	Tenth	21	260	Not Insisted	Minimum P grade for S9 Architectural Design
R6.21	There is no provision for improving the grade. However, the student is permitted to check the answer books of the End Semester Examination after the results are declared, on payment of the prescribed fee. Any discrepancy in evaluation could be brought to the notice of the Controller of Examination, who shall initiate appropriate action as per the University Examination Manual.				
R6.22	The students can apply for revaluation of the answer books of the end semester examination after the results are declared as per the guidelines prescribed in the University Examination Manual.				
R6.23	Grade cards shall be made available in the student login for the registered courses, in every semester. On earning the required credits for the degree, the students can download the consolidated grade card for the B. Arch program.				
R6.24	Calculation of SGPA/CGPA Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) are calculated as follows: SGPA = $\Sigma(C_i \times G_{Pi}) / \Sigma C_i$, where 'C_i' is the credit assigned for a course and 'G_{Pi}' is the grade point for that course. Summation is done for all courses specified in the curriculum of that semester. The failed and incomplete courses shall also be considered in the calculation. CGPA = $\Sigma(C_i \times G_{Pi}) / \Sigma C_i$, where 'C_i' is the credit assigned for a course and 'G_{Pi}' is the grade point for that course. Summation is done for all courses specified in the curriculum upto that semester for which the 'CGPA' is needed. Here the failed courses shall also be accounted. CGPA for the B. Arch program is arrived at by considering all course credits that are needed for the degree and their respective grade points. Equivalent percentage mark shall be = $10 * CGPA - 2.5$				
R6.25	Any act of violation of University directions, indiscipline, misbehaviour, or unfair practice in examinations from the part of students, faculty members, staff, institution, management or any other source shall be viewed very seriously. It is the legal responsibility of the Principal and the college management to see that the examinations are conducted strictly as per the directions of the University and as specified in the Examination Manual. Malpractices in examinations observed or reported by an official employed by the University, faculty member, invigilator or anybody shall be immediately reported to the Principal. The Principal shall in turn conduct a preliminary enquiry giving the student concerned a chance to explain his/her case. The Principal shall then forward the case with his/her preliminary enquiry report and remarks to the Controller of Examinations along with all related documents and evidence within two working days. The Controller of examination shall decide the course of action on the issue as per the prescribed norms in the University Examination Manual.				
7. Break of Study					

R7.1	A student is permitted to avail break of study: i) In case of accident or serious illness needing prolonged hospitalization and rest. ii) In case the student has a bright idea and would like to initiate a start-up venture or develop a product. In case of any personal reasons that need a break in study. For internship leading to employment. For break of study due to illness, student shall submit all necessary medical reports together with the recommendation of the doctor treating him giving definite reasons for break of study and its duration. Before joining back, the student should submit the fitness certificate from the doctor who treated him. Students, who want to initiate a start-up venture or a product development, need to submit a project report, clearly indicating the purpose, action plan, technical details, funding details and future plans to the college Principal. The Principal shall evaluate the proposal by constituting an expert team consisting of a technocrat and a bank executive and take an appropriate decision based on the team's recommendation. The break of study for the start-up shall be permitted only after the fourth semester for a maximum duration of two semesters. This is however permitted only on successfully completing the courses listed out in the first two semesters. Students who require a break in study due to personal reasons shall convince the Principal on the genuine need for it by giving authentic evidence for the same. Students who require break in study for 'internship leading to employment' shall produce the offer letter obtained from the employer concerned. The Principal shall verify the authenticity of the offer and submit his recommendation to the University sufficiently in advance for approval. Only campus placed students with an annual compensation more than 6 lakhs are eligible to avail this facility. In the semester system followed by the University, break of study for an academic year is the preferred option than break of study for a semester. The student can avail the break of study only with the prior approval of the University. The Principal shall upload the request of the student with all relevant documents to the University portal for the approval with his/her recommendations. Students shall have to re-join on the first working day of the same semester on which he/she had started availing the break of study.
8. Attendance	
R8.1	Students are expected to attain 100% attendance for all courses. However, under unavoidable circumstances they are permitted to avail leave. Total leave of absence shall not exceed 25% of the academic contact hours for a course and 75% attendance is mandatory for registering to the end semester examination. On medical ground the college Principal can relax the minimum attendance requirement to 60%, to write the end semester examination. This is permitted for one or more courses registered in the semester. Principal shall keep all records which led to his decision on attendance, for verification by the Academic Auditors/ University officials. This provision is applicable only to any two semesters during the entire program period. In case of prolonged illness, break of study is permitted as per R7.1.

R8.2	The Principals are authorized to grant attendance relaxation (duty leave) to the students in officially sponsored national level competitions/championships/tournaments when called upon to do so, up to a maximum of 10%. Such students should produce the participation certificate counter signed by the University Sports Coordinator/the Director of Physical Education in the case of sports activities and the Senior Faculty Advisor in the case of other extracurricular activities: within ten days of the event. The participation certificate thus produced shall be forwarded to the Principal with the due recommendation of the respective Head of the Department. Under any circumstances, the Principal shall not consider the certificate if the overall attendance of the candidate is less than 60%. Late applications received shall not be considered on any account. The student shall get official prior permission from the University for representing the University.
R8.3	The Principals are authorized to grant attendance relaxation (duty leave) to the students for organizing extra/ co-curricular activities, up to a maximum of 5%. Such students should produce the required documents countersigned by the University Sports Coordinator/ the Director of Physical Education in the case of sports activities and the Senior Faculty Advisor in the case of other extra/co-curricular activities: within ten days of the events. The documents thus produced shall be forwarded to the Principal with the due recommendation of the respective Head of the Department. Under any circumstances, the Principal shall not consider the documents if the overall attendance of the candidate is less than 60%. Late applications received shall not be considered on any account.
9. Inter College Transfer	
R9.1	Inter college transfer shall be applicable only for regular B. Arch students.
R9.2	The transfer shall be permitted just before the commencement of third semester.
R9.3	The transfer shall be with effect from the first working day of the third semester.
R9.4	The transfer shall be only within the sanctioned strength of the receiving college.
R9.5	The following Category of students shall not be eligible for inter college transfer 1. Govt. of India Nominee. 2. Management Quota in Aided colleges. 3. Management Quota in private Self -Financing Colleges 4. Students admitted under NRI/PIO quota. 5. Students admitted under TFW Scheme. 6. Students admitted in any supernumerary seats. 7. Any other category which are ineligible as per the conditions for admission prescribed by Govt. of Kerala/Govt. of India.
R9.6	The transfer shall be permitted: ✓ Between Govt/ Govt. Aided Colleges ✓ Between Self – Financing Colleges (Including Govt. Controlled SFC)
R9.7	Notification inviting application for inter college transfer shall be issued by the University just before the commencement of the third semester.
R9.8	The candidate should fulfil the academic eligibility requirement for promotion to the third semester.
R9.9	If the number of applicants is more than the vacant seats available, the transfer may be based on the Entrance Exam Rank.

R9.10	The students shall opt only one college for inter college transfer.
R9.11	The selected candidates shall remit a fee of Rs3000/- (No fee for SC/ST students) within the stipulated date to the University. However, this rule is not applicable to the students transferred to other institutes under "Shift College" University order.
R9.12	The College transfer once approved by the receiving college will be final and binding on the applicant. No student will be permitted, under any circumstances, to refuse the change of college once offered.
10. Migration from other Universities	
R10.1	Migration to the University from other Universities shall be permitted only if the parent University and the APJ Abdul Kalam Technological University enters into a bipartite agreement/ MoU for this purpose. However, this condition is not applicable to the students in any of the Engineering colleges/ Institutions, which, before the commencement of KTU Act remained affiliated to Universities except Deemed to be Universities in the State of Kerala.
R10.2	The student shall be permitted to migrate only if he/she fulfils the University eligibility criteria for admission to the course applied for migration.
R10.3	The migration shall be permitted only up to the fifth semester of the B.Arch program.
R10.4	The admission shall be offered on migration basis through lateral transfer of credits. Lateral credit transfer shall be as recommended by the concerned Board of Studies.
R10.5	The students shall be allowed to migrate to the University subject to satisfying the rules and regulations of the University as regards to maximum number of backlogs, grade points, minimum credit requirement for promotion to higher semesters, etc.
R10.6	The student shall be offered admission in any of the affiliated colleges/institutions of the University subject to availability of seats. The student shall produce no objection certificate from the concerned college/institute in this regard.
R10.7	The students offered admission shall have to take transitory courses/ additional courses of the previous semesters to satisfy the program requirement as recommended by the concerned board of studies.
R10.8	The students offered admission shall pay the migration fees and the University fees as prescribed by the University. The application processing fee (University fee) shall be Rs 5000/- (Rupees five thousand only) and the migration fees shall be Rs 20000/- (Rupees twenty thousand only). The migration fee is charged for the meeting expenses of the concerned Board of studies to decide on the student suitability for migration and to recommend the transitory courses/ additional courses to be done by the student to fulfill the academic requirement of the University. The processing fee shall be paid along with the application, and the migration fee shall be paid to the University at the time of offering admission. The fee once paid shall not be refunded under any circumstances. The students in any of the Engineering colleges / institutions, which, before the commencement of KTU Act remained affiliated to Universities except Deemed to be Universities in the State of Kerala, are exempted from paying the processing fee and the migration fee.
R10.9	The migrated students shall follow the rules and regulations of the University.

R10.10	The students offered admission shall produce a migration certificate from the parent University at the time of admission.
R10.11	The students offered admission shall produce a character certificate from the parent Institute/University at the time of admission.
R10.12	Regulations, Scheme and Syllabus of the respective specialization attested by the Registrar of the parent University or equivalent authority shall be submitted to the University along with the application seeking migration to the University.
R10.13	Attested copies of all certificates and mark lists from 10 th onwards shall be submitted along with the application for migration (Original certificates and mark lists shall be produced as and when required by the University).
R10.14	Assessment of the student suitability for migration in terms of programs, backlogs, grade points, credit requirements, etc shall be done by the concerned Board of Studies.
R10.15	Assessment of the transitory courses/ additional courses to be done by the student as per the academic requirement of the University shall be as recommended by the concerned Board of Studies.
11. Grace Marks for Sports /Arts Competitions	
R11.1	Only bona-fide, regular candidates are eligible for the award of Grace Marks.
R11.2	The criterion for the award of Grace Marks is representing the University in officially sponsored national level competitions/championships/ tournaments when called upon to do so. The student shall get official prior permission from the University for representing the University.
R11.3	The maximum grace marks that can be awarded to a candidate in a particular semester for all activities put together shall be 5% of the aggregate maximum End Semester Examination marks of all theory courses for which the University conducts End Semester Examinations.
R11.4	The maximum grace marks that can be awarded to a student for a theory course in a particular semester for all activities put together shall not exceed 10% of the maximum aggregate marks of End Semester Examination of the course.
R11.5	The Grace Marks shall not be awarded to a student for Practical/ Workshop/ Internal assessment/ Design Studio/ Theory cum Studio courses etc even though she/he fails for the same.
R11.6	Eligible Grace Marks shall be distributed equally on all theory papers/courses of an examination. However, re-distribution of Grace Marks shall be allowed only in the case of those courses of an examination for which the candidate has passed. Re- distribution is possible from passed courses to failed courses only. Re-distribution of Grace Marks is not permissible from failed courses to other courses for a pass.
R11.7	The Grace Marks shall be awarded for all theory papers/courses/subjects in a semester.
R11.8	Re-distribution shall be done only for enabling a candidate to obtain the minimum marks required for a pass.
R11.9	Grace Marks shall not be re - distributed from one semester to another semester.
R11.10	If the candidate does not secure the minimum marks required for a pass even after effecting re- distribution, eligible moderation fixed by the respective board if any, shall be awarded to that candidate in addition to the Grace Marks for a pass.
R11.11	Eligible Grace Marks shall be awarded for the regular examination of the performing semester only. Grace Marks shall not be awarded for supplementary

	examinations.
R11.12	The performing semester shall be considered from 1 st July to 31 st December (Odd semester) and 1 st January to 30 th June (Even Semester).
R11.13	Grace Marks shall be awarded based on the performance in the respective semester.
R11.14	The request for Grace Marks shall be submitted to the Controller of Examinations through the Principal along with all relevant documents, within the time limit prescribed by the University. The request for Grace Marks received after the time limit shall not be entertained on any account.
R11.15	Only a single highest achievement during the period of a semester shall be considered for awarding the grace marks.
12. Grace Marks for Persons with Disability (PWD)	
R12.1	A person with disability means a person suffering from not less than 40% of any disability as certified by the District Medical Board. To be eligible for the grace marks, the certificate of disability specifying the percentage of disability shall be produced before the Principal at the time of admission.
R12.2	The Grace Marks that can be awarded for PWD candidates shall be 25% of the marks scored by the candidate in each course at the time of finalization of the results.
R12.3	Transfer of marks from one paper to another shall not be permitted. Fractions of marks if any, while computing the Grace Marks shall be rounded off to the next higher integer.
R12.4	PWD candidates who are eligible for Grace Marks shall be awarded Grace Marks for regular and supplementary chances until they pass the whole examination.
R12.5	Grace Marks shall be awarded only for the marks of the End Semester Examinations conducted by the University.
R12.6	The request for Grace Marks shall be submitted to the Controller of Examinations through the Principal along with all relevant documents, within the time limit prescribed by the University. The request for Grace Marks received after the time limit shall not be entertained on any account.
13. Transitory provision.	
13.1	Notwithstanding anything contained in these regulations, the Vice-Chancellor shall, for a period of two years from the date of coming into force of these regulations, has the power to provide by order that these Regulations shall be applied to any B. Arch program with such modifications as may be necessary.