

ACADEMIC REGULATIONS,

A.Y.:2014-2015

MASTER OF COMPUTER APPLICATIONS



**LAKIREDDY BALIREDDY COLLEGE OF ENGINEERING
(AUTONOMOUS)**

**(Approved by AICTE, Accredited by NBA,
Affiliated to JNTUK and ISO 9001: 2000 Certified)**

**L.B.Reddy Nagar :: Mylavaram-521 230 :: Krishna District
ANDHRA PRADESH STATE**

INTRODUCTION

Academic Programmes of the institute are governed by rules and regulations as approved by the Academic Council, which is the highest Academic body of the Institute. These academic rules and regulations are applicable to the students admitted during academic year 2014-15 into first year of three year Postgraduate programme offered by the college leading to Master of Computer Applications(MCA) degree.

- 1.1 Lakireddy Balireddy College of Engineering, Mylavaram, an autonomous institution, follows Semester pattern for all three years of its Postgraduate MCA programme with internal and external evaluation.
- 1.2 Semester Pattern : Each academic year shall be divided into two semesters, each of 20 week duration, including instruction, evaluation, etc. Each semester consists of a minimum of 90 instruction days with at least 35 to 40 contact periods per week.

2. PROGRAMME OFFERED (POST GRADUATE)

Master of Computer Applications (MCA)

3. ELIGIBILITY CRITERIA FOR ADMISSION

The eligibility criteria for admission into I year MCA programme shall be as mentioned below:

- i. Admission to the above program shall be made subject to the eligibility, qualifications and specialization prescribed by the AICTE from time to time.
- ii. Admissions shall be made on the basis of merit rank obtained by the qualifying candidate at ICET examination or an entrance test conducted by the university subject to reservations prescribed by the University/State government from time to time.

4. AWARD OF MCA DEGREE

A student will be declared eligible for the award of the MCA Degree if he/she fulfills the following academic regulations:

- i. Pursued a course of study for not less than three academic years and not more than six academic years.
- ii. The student has to fulfill all the academic requirements i.e. Registered for 137 credits and has to secure all the 137 credits with minimum grade points.

5. DURATION OF THE PROGRAMME

Students, who fail to fulfill all the academic requirements for the award of the degree within six academic years from the year of their admission, shall forfeit their seat in MCA course.

6. SEMESTER –WISE DISTRIBUTION OF CREDITS:

Year	First Semester Credits	Second Semester Credits	Total Credits
First Year	22	22	44
Second Year	24	22+ Mini Project – 2 Credit	48
Final Year	21+ 2 Credit based internship during summer vacation	Project Work – 20 Comprehensive Viva-2	45
		TOTAL	137

Table .1 Semester wise Credits Distribution

- i) There shall be an internship of four weeks duration (summer vacation) in an industry/ top academic institutes of excellence/R&D Centers at the end of the second year second semester
- ii) The internship shall be supervised by a competent faculty member of the institute who in turn shall be in touch with the respective division head of the industry. The internships are compulsory and are credits based.
- iii) Seminars are conducted during all the semesters(I to V) for the students which are not credit based. It is mandatory that every student should give atleast one seminar in each semester
- iv) All the students should do their individual Mini Projects during the fourth semester of their course which are credit based.
- v) Comprehensive viva will be conducted for students during VI semester which is credit based.

7. DISTRIBUTION AND WEIGHTAGE OF MARKS:

- i) In I-II,III and IV - Semesters, the course of study consists of 6 theory subjects + 2 laboratories. In V semester, the course of study consists of 5 theory subjects + 3 laboratories. However, the final year second semester (i.e. VI Semester) will be on project work only.
- ii) The performance of a student in each semester shall be evaluated subject wise with a maximum of 100 marks for theory and 75 marks for practical subject. In addition, mini-project, Internship, comprehensive Viva and project work shall be evaluated for 75, 75,75 and 200 marks respectively.
- iii) For theory subjects the distribution shall be 40 marks (35 for Test and 5 for attendance/quiz/assignments) for Internal Evaluation and 60 marks for the End-Examination.
- iv) For theory subjects, during the semester there shall be 2 internal tests, for duration of 120 minutes. First subjective test to be conducted in 1 – 2 units and the second test be conducted in 3 – 5 units in each of the Subject. However, the

weightage (75% from Best + 25% from the other) of two tests shall be considered for awarding internal marks

- v) The internal test question paper should be for 35 marks. In which 3 questions are given with internal choice in which the first question is for 11 marks and the next two questions are for 12 marks each.
- vi) For practical subjects there shall be a continuous evaluation during the semester for 25 sessional marks and 50 end examination marks. Of the 25 marks for internal, 10 marks shall be awarded for day-to-day work, 10 marks to be awarded by conducting internal laboratory test and 5 marks for attendance. The end examination shall be conducted by an external examiner and the teacher concerned.
- vii) Mini project shall be submitted in report form and should be presented before the committee, which shall be evaluated for 50 marks. The committee consists of the Head of the department, the Supervisor of mini project and a senior faculty member of the department. There are 25 internal marks for mini project. The student has to secure minimum 50% marks to be declared successful.
- viii) There shall be class room seminars during I to V semesters. For the seminar, the student shall collect the information on a specialized topic and prepare a technical report, showing his/her understanding over the topic, and submit to the department. It is mandatory that every student should give atleast one seminar during each semester.
- ix) Summer internship will be evaluated for 75 marks. Evaluation will be conducted by a committee consisting of Head of the department and two senior faculty members of the department.
- x) At the end of VI Semester, Comprehensive viva will be conducted for 75 marks by a committee consisting of Head of the department and two senior faculty member of the department Comprehensive Viva will be conducted on all the core subjects of entire MCA course. There is no external evaluation for this.

xi) PROJECT WORK:

1. A Departmental Project Review Committee (DPRC) shall be constituted with the Head of the Department as the chairman and two senior faculty as members to supervise the proceedings of the project work from allotment to submission.
2. Registration of Project work:
A student is permitted to register for the project work after satisfying the attendance requirement of all the courses (theory and practical courses) up to V Semester. A candidate has to submit, in consultation with his project supervisor, the title, objective and plan of action of his project work to the DPRC for its approval. Only after obtaining the approval from DPRC, the student can initiate the Project work.
3. The duration of the project is for one semester.
4. If a candidate wishes to change his supervisor or topic of the project, he can do so with approval of the Departmental Project Review Committee (DPRC).

However the departmental review committee shall examine whether the change of topic/supervisor leads to a major change of his initial plans of the project proposal. If so, his date of registration for the project work shall start from the date of change of supervisor or topic as the case may be or whichever is earlier.

5. Three copies of the project report, certified by the supervisor shall be submitted to the College.
6. Out of a total 200 marks for the project work, 50 marks shall be for Internal Evaluation and 150 marks for the End Semester Examination. The End Semester Examination (viva-voce) shall be conducted by the committee consisting of an External Examiner, Head of the Department and the Project supervisor. External examiner will be selected by the Principal/Director out of three member panel submitted by the Head of the Department who are eminent in that field of study. For maximum of 10 students, one project evaluation committee has to be formed.
7. If the work is not satisfactory, and the student could not secure the stipulated grade the student shall revise and resubmit the Project report after three months. If he/she fails to get a satisfactory report again, the project shall be summarily rejected.
8. The topics for mini projects, Internship and project work shall be different from each other. The evaluation of project work shall be conducted at the end of the III year.
9. The student has to clear all the subjects of MCA course to attend the Viva Voce of his/her project.
10. The project internal Evaluation shall be on the basis of two seminars given by each student on the progress of this project, during the project work period.

8. ATTENDANCE REGULATIONS & CONDONATION:

- i) A student shall be eligible to appear for end semester examinations, if acquired a minimum of 75% of attendance in aggregate of all the subjects.
- ii) Condonation for the shortage of attendance in aggregate up to 10% on medical grounds (65% and above and below 75%) in each semester may be granted by the College Academic Committee. However, the subject of granting is purely at the discretion of the College Academic Committee or competent authority.
- iii) A Student will not be promoted to the next semester unless he/she satisfies the attendance requirement of the present semester as applicable. They may seek re-admission for that semester as and when offered next.
- vi) Due weightage in each of the subjects shall be given to the attendance. Marks not exceeding 5 shall be given to all such candidates who satisfies the following criteria

% of attendance	Marks
≥ 90	5
85 to <90	4
80 to < 85	3
>75 to < 80	2
=75	1

- vii) Shortage of Attendance below 65% in aggregate shall in No case be condoned.
- viii) Students whose shortage of attendance is not condoned in any semester are not eligible to take their end examination of that particular semester and their registration for examination shall stands cancelled.
- ix) A stipulated fee shall be payable towards condonation of shortage of attendance.
- x) Attendance may also be condoned for those who participate in prestigious sports, co- and extracurricular activities provided their attendance is in the minimum prescribed range for the purpose and recommended by the concerned authority.

9. MINIMUM ACADEMIC REQUIREMENTS:

The following academic requirements have to be satisfied in addition to the attendance requirements mentioned in item no.8.

- i) A student shall be deemed to have secured the minimum academic requirement in a subject if he/she secures a minimum of 40% of marks exclusively in the end semester examination and a minimum aggregate of 50% of the total marks in the end semester examination and internal evaluation taken together.
- ii) A student will be promoted to second year, if he/she put up the minimum attendance requirement.
- iii) A student shall be promoted from II to III year only if he/she clears all the subjects of Semester-I, Semester-II of I year MCA.
- iv) Students who fail to earn 137 credits as indicated in the course within six academic years from the year of their admission shall forfeit their seat in MCA course and their admission shall stand cancelled.

10. COURSE PATTERN:

- i) The entire course of study is of three academic years. Each academic year shall have two semesters.
- ii) A Student eligible to appear for the end examination in a subject, but absent at it or has failed in the end examination may appear for that subject only as and when it is conducted.

- iii) All admitted students are to study 3 electives during their course of three year study at the institute. The following shall be the programme of study of electives.

Year	Semester	No. of electives
2	2	1
3	1	2

Final year II semester is completely reserved for project work.

- iv) When a student is detained due to shortage of attendance/any other reason, he may be re-admitted when the semester is offered after fulfillment of academic regulations. Whereas, the academic regulations hold good with the regulations he/she first admitted.

11. AWARD OF GRADE

The result processing and award of class is carried out on 10-point scale grading system as described below.

A. Conversion of marks obtained by the students to letter grades & grade points – M.C.A. programme.

Absolute Marks	Grade	Grade Points
90 and above	S	10
80 – 89	A	9
70 – 79	B	8
60 – 69	C	7
50 – 59	D	6
Less than 50	F	Fails, 0

B. Calculation of SGPA and CGPA:

The performance of every student at the end of each semester is indicated by Semester Grade Point Average (SGPA) and is calculated for the candidates who pass all the courses in that semester.

$$SGPA = \frac{\sum(CR \times GP)}{\sum CR}$$

The Cumulative Grade Point Average (CGPA) for entire programme is

$$CGPA = \frac{\sum(CR \times GP)}{\sum CR}$$

Where CR = Credits assigned to a course

GP = Grade points awarded to each course

C. AWARD OF CLASS

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

Range	Class awarded
7.75 and above	First Class with Distinction
6.75 to < 7.75	First Class
5.75 to < 6.75	Pass Class
Below 5.75	Fail

12. MINIMUM INSTRUCTION DAYS:

The minimum instruction for each semester shall be 90 instruction days excluding examination days.

13. GENERAL:

- a. Where the words "he" "him" "his", occur in the regulations, they include "she", "her", "hers".
- b. The academic regulation should be read as a whole for the purpose of any interpretation.
- c. In the case of any doubt or ambiguity in the interpretation of the above rules, the decision of the Director is final.
- d. The Institute may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the Institute.

14. TRANSITORY REGULATIONS

14.1 A candidate, who is detained or discontinued in the year/semester, on readmission shall be required to do all the courses in the curriculum prescribed for such batch of students in which the student joins subsequently. However, exemption will be given to those candidates who have already passed in such courses, which he/she had passed in the earlier semester(s) he/she was originally admitted into.

14.2 A student who is following the JNTU, Kakinada curriculum, detained due to lack of academics/attendance at the end of a semester of an academic year, shall join with the autonomous batch at the appropriate semester. Such candidates shall be required to pass in all the courses in the programme prescribed by concerned BOS for such batch of students, to be eligible for the award of degree. However, exemption will be given in all those courses of the semester(s) of the batch, which the candidate joins now, which he/she had passed earlier. The student has to clear all his backlog subjects by appearing the supplementary examinations, conducted by JNTU, Kakinada and Autonomous stream for the award of Degree. The marks secured by the students in JNTUK-Kakinada pattern will be converted into appropriate grade points as per the autonomous grading system and the class will be awarded based on the academic performance of a student in the entire 3years as per the guidelines of autonomous Pattern.

14.3 The concerned Board of Studies shall give the guidelines regarding 'Course Equivalence' and 'Course Exemptions' from time to time.

15. COURSE CODE AND COURSE NUMBERING SCHEME:

Course Numbers are denoted by 6 digit unique alpha numeric characters. First three digits are 'MCA', that describes the Course name i.e. Master of Computer Applications.

Fourth digit represents semester of offering as mentioned in Table No. 3.

FOURTH DIGIT	DESCRIPTION
1	First Semester
2	Second Semester
3	Third Semester
4	Fourth Semester
5	Fifth Semester
6	Sixth Semester

Table 3: Fourth digit description

Fifth digit represents course type, as per Table No. 4

FIFTH DIGIT	DESCRIPTION
0	Theory course
5	Lab course/other than theory subject

Table 4 : Course type description

Sixth digit represents course number as described in Figure 1 below. However, different courses are given distinct codes.

For example, **MCA105** course, the course is offered in the first semester (1), the course is of theory type (0) and the course number in that semester (5).

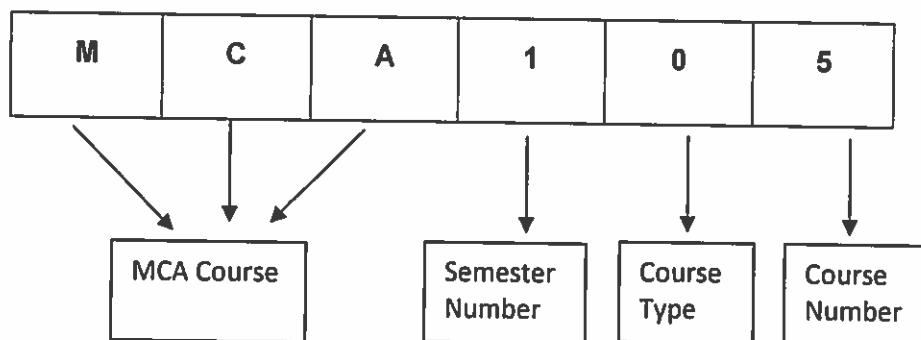


Figure 1: Course code description for courses

16. MEDIUM OF INSTRUCTION

The medium of instruction and examination is English.

17. AMENDMENTS TO REGULATIONS

The Academic council from time to time may revise, amend, or change the regulations, schemes of examinations, and/or syllabi.

18. GRADE CARD

The grade card issued shall contain the following:

- a) The credits for each course offered for that semester
- b) The letter grade obtained in each course
- c) The SGPA/CGPA
- d) Total number of credits earned by the student up to the end of that semester

19. MALPRACTICES RULES

The examination related malpractices will be dealt with as per the provisions contained in the scale of punishment notified by the JNTUK, Kakinada from time to time.

COLLEGE RULES AND REGULATIONS

1. Students should be regular and punctual to the classes.
2. Students should maintain strict silence inside the lecture halls, laboratories and workshops.
3. Use of mobile phones is strictly prohibited inside the College Campus.
4. Students should come to the college in proper dress.
5. All students should wear identity cards in the college campus.
6. Students should not leave the college campus without prior permission of their respective Heads during college hours.
7. The students should attend the laboratory/workshop classes with the specified dress code.
8. Sitting/wandering of the students at the stair cases, corridors, cycle stands or the areas within the college premises is strictly prohibited.

RAGGING

Ragging is cognisable offence and is prohibited in the college campus, Hostels and in all places. Those students indulged in this criminal act will be punished as per the provisions of Act 26 of 1997 enacted by the Govt. of A.P.

(A) The following precautions are taken by the college to prevent RAGGING in the campus

- Ragging within or outside any educational institution is prohibited.
- Ragging means doing an act which causes or is likely to cause Insult or Annoyance of Fear or Apprehension or Threat or Intimidation or outrage of modesty or Injury to a student.

	Imprisonment up to		Fine Up to
Teasing, Embarrassing and Humiliation	6 Months	+	Rs. 1,000/-
Assaulting or Using Criminal force or criminal intimidation	1 Year	+	Rs. 2,000/-
Wrongfully restraining or confining or causing hurt	2 Years	+	Rs. 5,000/-
Causing grievous hurt, kidnapping or Abducts or rape or committing unnatural offence	5 Years	+	Rs. 10,000/-
Causing death or abetting suicide	10 Years	+	Rs. 50,000/-

(A)

1. Ragging is prohibited as per Act 26 of A.P. Legislative Assembly, 1997.
2. Ragging entails heavy fines and/or imprisonment.
3. Ragging invokes suspension and dismissal from the college.
4. Outsiders are prohibited from entering the college and Hostel without permission.
5. Girl students must be in their hostel rooms by 7.00 p.m.
6. All the students must carry their Identity Card and show them when demanded.
7. The Principal and the Wardens may visit the Hostels and inspect the rooms any time.

21. AWARD OF RANK

The rank shall be awarded based on the following:

- 21.1 Only such candidates who pass the Final year examination at the end of the third academic year after admission as regular final year students along with the others in their batch and become eligible for the award of the Degree shall be eligible for the award of rank. Candidates, who loose one or more years of study for any reason whatsoever are not eligible for the award of rank.
- 21.2 Ranks shall be awarded for the top five students appearing for the Regular external Examinations.

Award of prizes, scholarships, or any other Honors shall be based on the rank secured by a candidate, consistent with the desire of the Donor, wherever applicable.