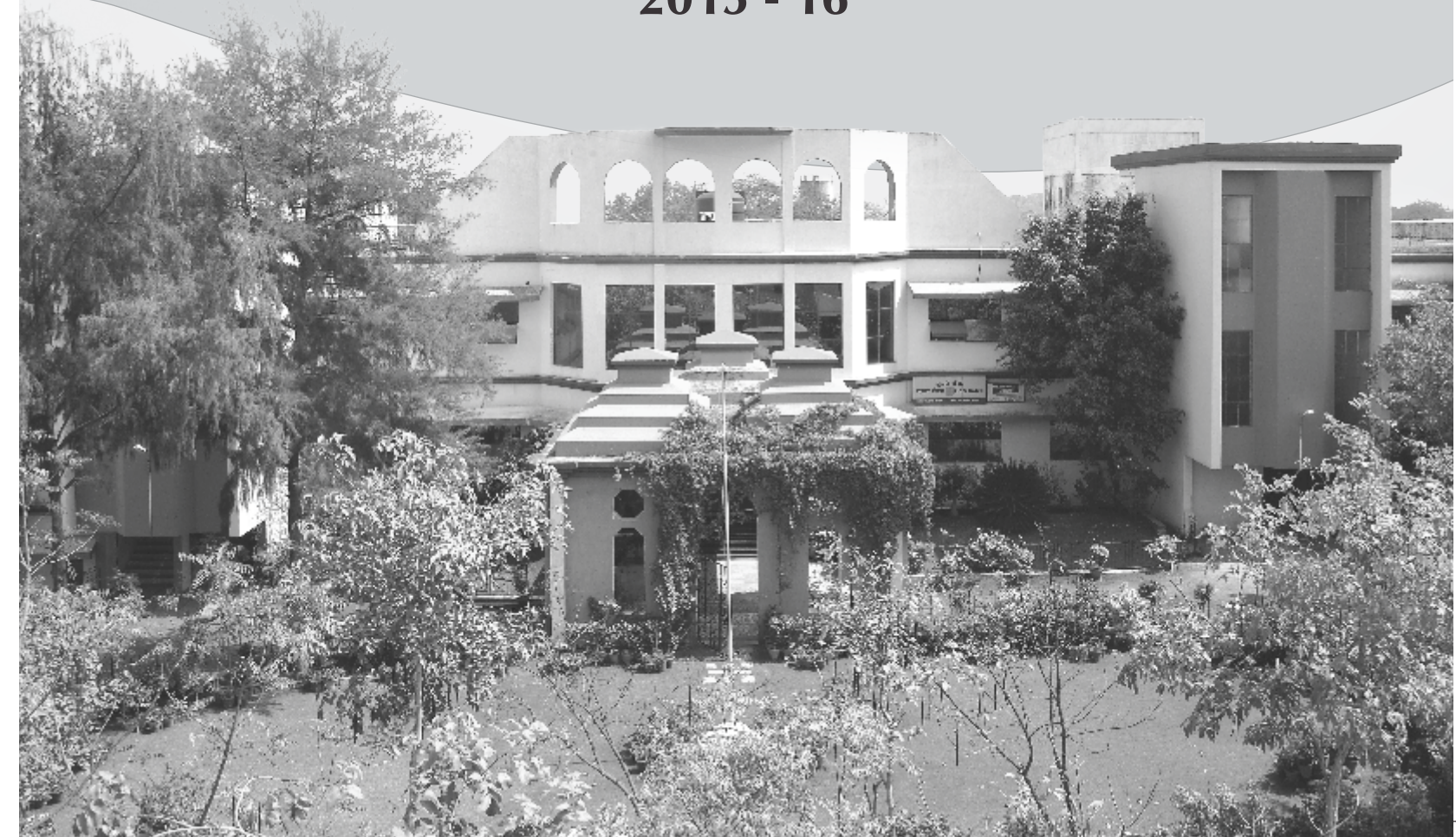# SHRI RAMDEOBABA COLLEGE OF ENGINEERING AND MANAGEMENT, NAGPUR

An Autonomous College of Rashtrasant Tukadoji Maharaj
Nagpur University, Nagpur, Maharashtra, India

DUAL DEGREE COURSE IN MANAGEMENT ORDINANCES & REGULATIONS

2015 - 16

INTRODUCTION

1.1 PREAMBLE

Shri Ramdeobaba College of Engineering and Management (RCOEM), situated in the heart of Nagpur city, was established in 1984 by Shri Ramdeobaba Sarvajanik Samiti, a trust which has been involved in community service for over four decades. RCOEM has established a strong foundation in technical education in Central India. Journey of a student in this institute has always involved comprehensive knowledge building through practical skills, technical knowledge and personality development, which gives them a head start in their career. The institute on an average annually admits around 810 candidates for UG programmes, around 381 candidates for PG programmes and 60 candidates for Dual Degree Course in Management.

The curriculum provides broad knowledge, builds a thorough professional life long process of learning and exploring. At undergraduate level, a student needs to do compulsory foundation courses in the areas of basic sciences, humanities, social sciences and engineering apart from departmental requirements. Departmental courses (core and electives) constitute minimum 50% of the total curriculum. Further, students have to undertake electives including interdisciplinary ones to develop broad specialized and inter-disciplinary knowledge. At the PG level students are encouraged to look beyond their area of specialization to broaden their horizons through a wide variety of courses and electives.

The Institute follows a credit based semester system for its academic programmes with English as the medium of instruction. An academic year runs from July through June next year and is comprised of two semesters. Typically, the 1st semester (Odd Semester) starts in the July and ends in December; the 2nd

1.2 Departments

The various Departments and their two-letter codes are given below;

S.No.	Name of Department	Department Code
1	Civil Engineering	CE
2	Computer Science and Engineering	CS
3	Electrical Engineering	EE
4	Electronics and Communication Engineering	EC
5	Electronics Design Technology	ED
6	Electronics Engineering	EN
7	Industrial Engineering	IN
8	Information Technology	IT
9	Mechanical Engineering	ME
10	Management Technology	MB
11	Computer Applications	MC
12	Mathematics	MA
13	Physics	PH
14	Chemistry	CH
15	Humanities	HU

1.3 Programmes Offered

RCOEM Nagpur offers academic programmes namely Engineering and Technology at UG and PG levels, MBA, MCA, Integrated Course in Engineering & Management and Dual Degree Course in Management. In undergraduate programmes and in Dual Degree Course in Management, students are admitted after 10+2 schooling while for all postgraduate programmes, students are admitted after they have obtained at least a college level Bachelor's degree. For Master of Technology Management, candidates are selected from total sanctioned UG engineering intake (all UG engineering programmes in first shift). For Academic year 2015-16, the selection of candidates for MTM programme shall be done at the start of semester III, UG engineering programme on programme wise merit of first year (Semester I & II) results. Admission to all these programmes are based as per the eligibility criteria laid down by the competent authority.

1.3.1 Undergraduate Programmes:
A. Bachelor of Engineering : (B.E.)

Sr. No.	Department	Programme Title	Programme Code	Eligibility for admission
1	Civil Engineering	B.E.(Civil Engineering)	CEU	Eligibility Criteria as laid down by the competent authority from time to time
2	Computer Science and Engineering	B.E.(Computer Science and Engineering)	CSU	
3	Electrical Engineering	B.E.(Electrical Engineering)	EEU	
4	Electronics and Communication Engineering	B.E.(Electronics and Communication)	ECU	
5	Electronics Design Technology	B.E.(Electronics Design Technology)	EDU	
6	Electronics Engineering	B.E.(Electronics Engineering)	ENU	
7	Industrial Engineering	B.E.(Industrial Engineering)	INU	
8	Information Technology	B.E.(Information Technology)	ITU	

1.3.2 Post Graduate Programme
A. Masters:

S. No.	Department	Programme Title	Programme Code	Eligibility for admission
1	Civil Engineering	M. Tech.(Geotechnical Engineering) (Part time)	CEG	Eligibility Criteria as laid down by the competent authority from time to time
2	Civil Engineering	M. Tech. (Structural Engineering)	CES	
3	Electronics Engineering	M. Tech.(Very Large Scale Integration Design)	ENV	
4	Industrial Engineering	M. Tech.(Industrial Engineering)	IND	
5	Electrical Engineering	M. Tech (Power Electronics & Power System)	EEP	
6	Computer Science and Engineering	M. TECH (Computer Science & Engineering)	CSE	
7	Mechanical Engineering	M.Tech (Heat Power Engineering)	HPE	
8	Computer Applications	MCA	MCA	

1.3.3 Integrated Course in Engineering & Management

Sr. No.	Department	Programme Title	Programme Code	Eligibility for admission
1	Management Technology	Masters of Technology Management	MTM	Eligibility Criteria as laid down by the competent authority from time to time

1.3.4 Dual Degree Course in Management

Sr. No.	Department	Programme Title	Programme Code	Eligibility for admission
1	Management Technology	Bachelor's Degree in Management	BM	Eligibility Criteria as laid down by the competent authority from time to time
2		Bachelor's Degree in Applied Management	BAM	
3		Master's Degree in Applied Management	MAM	

2. ORDINANCES FOR THE DUAL DEGREE PROGRAMME 2015

The Board of Management of the Institute prescribes the following ordinances in respect of the Dual Degree Course in Management programmes at Shri Ramdeobaba College of Engineering and Management, Ramdeo Tekdi, Gittikhadan, Katol Road, Nagpur - 440013 on the recommendation of the Academic Council. The details in respect of the ordinances issued for Dual Programmes are as follows.

Short Title and Commencement	(i)	These ordinances shall be hereafter called as the Ordinances for the Dual Degree Course in Management Programme of RCOEM.
	(ii)	These ordinances shall come into force with effect from the date of its approval by the Board of Management.
Definitions		Unless the context requires otherwise;
	(i)	**"Government"** shall mean the Government of Maharashtra/ Government of India as may be applicable.
	(ii)	**"DTE"** shall mean Director of Technical Education, Government of Maharashtra.
	(iii)	**"University"** shall mean Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur.
	(iv)	**"Regulating Authority"** shall mean any regulatory or controlling body for the Technical Education in India.
	(v)	**"UGC"** shall mean University Grants Commission, Government of India, New Delhi.
	(vi)	**"AICTE"** shall mean the All India Council for Technical Education, New Delhi.
	(vii)	**"Institute"** shall mean Shri Ramdeobaba College of Engineering and Management, Ramdeo Tekdi, Gittikhadan, Katol Road, Nagpur 440013.
	(viii)	**"Board"** shall mean the Board of Management of the Institute constituted as per the XI plan guidelines of UGC for autonomous colleges read with Direction no. 4/1999 of the University.
	(ix)	**"Principal"** shall mean the Principal of the Institute.
	(x)	**"Vice-Chancellor"** shall mean the Vice-Chancellor of the University.
	(xi)	**"APEC"** shall mean the Institute level Academic Programme Evaluation Committee formed by the Principal as and when required. If any academic program is to be evaluated based on factors like importance, academic content, industrial significance, financial viability, sustainability etc., the decision of this body must be taken into consideration.
	(xii)	**"Finance Committee"** shall mean the Finance committee of the Institute constituted as per the guidelines of UGC for autonomous colleges.
	(xiii)	**"BOS"** shall mean the Board of Studies of the department, constituted as per

	(xiv)	**"Degree"** shall mean the Bachelor of Management (BM) or Bachelor of Applied Management (BAM) or Master's in Applied Management (MAM) and other degrees of the Institute as may be approved by the Board/University/UGC/Government.
	(xv)	**"Applicant"** shall mean an individual who applies for admission to any Dual programme of the Institute.
	(xvi)	**"Student"** shall mean a student registered for Dual programme for studies leading to BM, BAM or MAM offered by the Institute and sought final admission to the degree programme.
	(xvii)	**"Course"** shall mean a curricular component identified by a designated number and title.
	(xviii)	**"Programme"** Programme shall mean the stream in which the degree is awarded.
	(xix)	**"Scheme of Teaching and Examination"** shall mean the scheme of teaching and examination for a programme of study as approved by the Academic Council.
	(xx)	**"Course Coordinator"** shall mean a faculty member who shall have full responsibility for the course, coordinating the work of other faculty member(s) involved in that course, including examinations and the award of grades.
	(xxi)	**"Departmental Faculty Board (DFB)"** shall mean the committee of the faculty members involved in teaching a course or a group of courses of technically relevant subjects.
	(xxii)	**"Grade Moderation Committee"** shall mean the committee appointed by the Academic Council to moderate grades awarded by the examiner, if required.
	(xxiii)	**"SGPA"** shall mean the Semester Grade Point Average.
	(xxiv)	**"CGPA"** shall mean the Cumulative Grade Point Average.
	(xxv)	**"Academic Council"** shall mean the Academic Council constituted as per the XI plan guidelines of UGC for autonomous colleges read with Direction no. 4/1999 of the University.
	(xxvi)	**"EXC"** shall mean Examination committee constituted as per the Direction No. 4/1999 of the University for autonomous colleges.
	(xxvii)	**"COE"** shall mean the Controller of Examinations appointed as per the Guidelines of UGC for autonomous colleges.
	(xxviii)	**"ISV"** shall mean In-charge of Spot Valuation, appointed by the Principal.
	(xxix)	**"OIC"** shall mean Officer In-charge of the End Semester Examination.
	(xxx)	**"DEC"** shall mean the Departmental Examination Committee.
	(xxxi)	**"Guide"** shall mean a person who is qualified to supervise a project/dissertation work of students and is approved by the Academic

	(xxx)	**"DEC"** shall mean the Departmental Examination Committee.
	(xxxi)	**"Guide"** shall mean a person who is qualified to supervise a project/dissertation work of students and is approved by the Academic Council.
	(xxxii)	**"RCC"** shall mean Departmental Research Coordination Committee.
	(xxxiii)	**"GRC"** shall mean Grievance Redressal Committee formed by the Academic Council.
	(xxxiv)	**"Competent Authority"** shall mean the Board of Management/Academic Council of the Institute/ University/Government/UGC/Regulating Authority as the case may be.
	(xxxv)	**"Equivalence Committee"** shall mean the Equivalence Committee appointed by the Academic Council.
	(xxxvi)	**"APAC"** shall mean Academic Performance Advisory Committee.
	(xxxvii)	**"DAPAC"** shall mean Departmental Academic Performance Advisory Committee'.
	(1)	The Institute shall offer programmes as the Board/ University/Government may approve on the recommendation of the Academic Council either on its own or on the initiative of a Department and / or on the direction of the Board / Government, provided that an interdisciplinary programme may be proposed by a Department or by a committee appointed by the Principal for the consideration of the Academic Council and the Board/Government.
	(2)	The procedure for starting a new programme/temporarily suspending a programme/phasing out a programme shall be as per the guidelines laid down by the competent authority.
	(3)	The minimum qualifications and procedure for admission to the first year Dual programme shall be as per the norms prescribed.
	(4)	A student shall be required to earn minimum credits through various academic courses of a curriculum as provided in the regulations.
	(5)	The award of the Dual degree to an eligible candidate shall be made in accordance with the procedure laid down in the regulations. A student shall have to complete all the requirements for the award of the degree within such period as may be specified in the regulations, including those credits earned at such other institutions as have been recognized by the Institute for this purpose.
	(6)	The date of initial registration for the programme shall normally be the date, on which the student formally registers i.e. takes final admission for the first time. This date shall be considered as the date of joining the programme for all intents and purposes.

	(7)	A student shall be required to attend every lecture, tutorial and practical class. However, for late registration, sickness or other such exigencies, absence may be allowed as provided in the regulations.
	(8)	A student may be granted such scholarship / assistantship / stipend, etc. and awarded medals as may be specified in the regulations or in accordance with the directions of the Government and / or the decision of the Board from time to time. The overall topper(s) amongst all branches shall not be declared however on the basis of CGPA branch toppers may be declared as per norms.
	(9)	The procedure for the withdrawal from a Dual Degree Course in Management programme, rejoining the programme, award of grades and SGPA / CGPA, the examination and all such matters as may be connected with the running of the programme shall be as specified in the regulations.
	(10)	A student admitted to the Dual Degree Course in Management programme shall abide by the code of conduct for students issued by the Institute from time to time. This code of conduct shall deal with the discipline of the students in the hostels, departments, the Institute premises and outside. It may also deal with such other matters as are considered necessary for the general conduct of the students, co-curricular and extra-curricular activities. It shall be approved by the Academic Council on the recommendations of the Dean Students Affairs.
	(11)	The minimum duration of Dual Degree programmes shall be of five years i.e Bachelor of Management (BM) of three years or Bachelor of Applied Management (BAM) of four years or Master's in Applied Management (MAM) of five years (Organized in 10 semesters of six months each including vacation period)
	(12)	The tuition fees structure will be governed by the rules and regulations as prescribed by the competent authority.
	(13)	The fees other than the tuition fees will be governed by the rules and regulations framed and recommended by the Finance Committee and duly approved by the Board.
	(14)	Notwithstanding anything contained in the above Ordinances, no regulations shall be made in contradiction of the decision of the Board and /or the direction of the Government, in regard to the duration of the Dual Degree Course in Management programme, the amount and number of scholarship/assistantships and the number of free ships and the procedure

ANNEXURE - I

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

I SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks			Credits	Exam Duration
						Internal Assessment	Semester End Exam.	Total		
1	BMT101	English Language	3	2	0	40	60	100	4	3 Hrs.
2	BMT111	Business Ethics & Corporate Governance	3	2	0	40	60	100	4	3 Hrs.
3	BMT103	Business Mathematics	3	2	0	40	60	100	4	3 Hrs.
4	BMT104	Human Skills	3	2	0	40	60	100	4	3 Hrs.
5	BMT105	Computer Applications	3	2	0	40	60	100	4	3 Hrs.
6	BMA101	Self Management	5	0	0	--	--	--	--	--
		Total	20	10		200	300	500	20	

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

II SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks			Credits	Exam Duration
						Internal Assessment	Semester End Exam.	Total		
1	BMT106	Business Communication	3	2	0	40	60	100	4	3 Hrs.
2	BMT107	Foreign Language	3	2	0	40	60	100	4	3 Hrs.
3	BMT108	Business Statistics	3	2	0	40	60	100	4	3 Hrs.
4	BMT109	Financial Accounting	3	2	0	40	60	100	4	3 Hrs.
5	BMT112	Organizational Behavior	3	2	0	40	60	100	4	3 Hrs.
6	BMA102	Environment Management	5	0	0	--	--	--	--	--

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

III SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks Internal Assessment	Semester End Exam.	Total	Credits	Exam Duration
1	BMT201	Managerial Economics	3	2	0	40	60	100	4	3 Hrs.
2	BMT202	Management Principles	3	2	0	40	60	100	4	3 Hrs.
3	BMT203	Cost Accounting	3	2	0	40	60	100	4	3 Hrs.
4	BMT204	Marketing Management	3	2	0	40	60	100	4	3 Hrs.
5	BMT205	Human Resource Management	3	2	0	40	60	100	4	3 Hrs.
6	BMA201	Working on MS Office & Tally	5	0	0	--	--	--	--	--

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

IV SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks Internal Assessment	Semester End Exam.	Total	Credits	Exam Duration
1	BMT206	Entrepreneurship Development	3	2	0	40	60	100	4	3 Hrs.
2	BMT207	Strategic Management	3	2	0	40	60	100	4	3 Hrs.
3	BMT208	Management Accounting	3	2	0	40	60	100	4	3 Hrs.
4	BMT209	Legal aspects of Business	3	2	0	40	60	100	4	3 Hrs.
5	BMT210	Operations Management	3	2	0	40	60	100	4	3 Hrs.
6	BMA202	Case Study Application	5	0	0	--	--	--	--	--

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

V SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks Internal Assessment	Semester End Exam.	Total	Credits	Exam Duration
1	BMT301	Financial Management	3	2	0	40	60	100	4	3 Hrs.
2	BMT302	Change Management	3	2	0	40	60	100	4	3 Hrs.
3	BMT303	Consumer Behavior	3	2	0	40	60	100	4	3 Hrs.
4	BMT304	Research Methodology	3	2	0	40	60	100	4	3 Hrs.
5	BMT305	Family Business	3	2	0	40	60	100	4	3 Hrs.
6	BMA301	Aptitude & Personality Development	5	0	0	--	--	--	--	--
		Total	20	10		200	300	500	20	

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

VI SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks Internal Assessment	Semester End Exam.	Total	Credits	Exam Duration
1	BMT306	Quantitative Techniques	3	2	0	40	60	100	4	3 Hrs.
2	BMT307	Banking & Financial Services	3	2	0	40	60	100	4	3 Hrs.
3	BMT308	E-Commerce	3	2	0	40	60	100	4	3 Hrs.
4	BMT309	Project Management	3	2	0	40	60	100	4	3 Hrs.
5	BMP310	Project	--	--	2	50	50	100	4	--
6	BMA302	General Studies	5	0	0	--	--	--	--	--
		Total	17	8	2	210	290	500	20	

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

VII SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks			Credits	Exam Duration
						Internal Assessment	Semester End Exam.	Total		
1	BAT401	Quantitative Techniques	3	2	0	40	60	100	4	3 Hrs.
2	BAT402	Business Plan writing	3	2	0	40	60	100	4	3 Hrs.
3	BAT403	Research Methodology	3	2	0	40	60	100	4	3 Hrs.
4	BAT404	Case Study Application	--	--	2	40		100	4	--
5	BAT405	Seminar	--	--	2	40		100	4	--

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

VIII SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks			Credits	Exam Duration
						Internal Assessment	Semester End Exam.	Total		
1	BAT406	International Business	3	2	0	40	60	100	4	3 Hrs.
2	BAT407	Operations Management	3	2	0	40	60	100	4	3 Hrs.
3	BAT408	Paper 1 of Specialization I	3	2	0	40	60	100	4	3 Hrs.
4	BAT409	Paper 1 of Specialization II	3	2	0	40	60	100	4	3 Hrs.
5	BAT410	Seminar	--	--	0	50	50	100	4	--

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

IX SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks			Credits	Exam Duration
						Internal Assessment	Semester End Exam.	Total		
1	MAM 41	Paper 2 of Specialization I	3	2	0	40	60	100	4	3 Hrs.
2	MAM 42	Paper 3 of Specialization I	3	2	0	40	60	100	4	3 Hrs.
3	MAM 43	Paper 2 of Specialization II	3	2	0	40	60	100	4	3 Hrs.
4	MAM 44	Paper 3 of Specialization II	3	2	0	40	60	100	4	3 Hrs.
5	MAM 45	Applied Operation Research	3	2	0	40	60	100	4	3 Hrs.

Scheme of Examination of Dual Degree Course in Management
Semester Pattern

X SEMESTER DUAL DEGREE COURSE IN MANAGEMENT

Sr. No	Subject Code	Course Name	L	T	P	Marks			Credits	Exam Duration
						Internal Assessment	Semester End Exam.	Total		
1	MAM 46	Case study application	--	--	2	100	--	100	4	--
2	MAM 47	Paper 4 of Specialization I	3	2	0	40	60	100	4	3 Hrs.
3	MAM 48	Paper 4 of Specialization II	3	2	0	40	60	100	4	3 Hrs.
4	MAM 49	Industrial Application Project	--	--	4	100	100	200	8	--
		Total	6	4	4	280	220	500	20	

<div align="center">**SPECIALIZATION COURSES:**</div>

Group A	Marketing Management	Specialization-I/ Specialization-II
	Financial Management	Specialization-I/ Specialization-II
	Human Resource Management	Specialization-I/ Specialization-II
Group B	Information Technology Management	Specialization-II
	HealthCare Management	Specialization-II
	International Business Management	Specialization-II
	Operations Management	Specialization-II
	Banking & Financial Services Mgmt.	Specialization-II
	Agri -Business Management	Specialization-II
	Power Management	Specialization-II

The student will have to choose at **least one specialization** from Group A. The other specialization can be either opted from Group A or Group B. In no case a student can choose both the specializations from Group B.

Course Code	Elective	Course Code	Elective
Marketing Management		**Financial Management**	
MAT601-1	Retail & Services Marketing	MAT602-1	Advanced Financial Management
MAT601-2	Product Management & Brand Management	MAT602-2	Risk Management and Derivatives
		MAT602-3	Financial Services Management
MAT601-3	Consumer Buying Behaviour& Integrated Marketing Communications	MAT602-4	Security Analysis & Portfolio Management
MAT601-4	Advanced Marketing Techniques	**Information Technology Management**	
Human Resource Management		MAT604-1	Database management Systems
MAT603-1	Performance Management & Compensation	MAT604-2	E-Business
		MAT604-3	Software Engineering & Management
MAT603-2	Training & Development Practices	MAT604-4	Enterprise Resource Planning
MAT603-3	Industrial Relations & Labour Regulations	**International Business Management**	
MAT603-4	Global HRM Scenario & Practices	MAT606-1	International economics
Health Care Management		MAT606-2	Export-Import Procedures & Documentation
MAT605-1	Healthcare & Social Policy	MAT606-3	International Marketing
MAT605-2	Community Health, Epidemiology & Population Management	MAT606-4	International Finance &Human Resource Management
MAT605-3	Health Systems Management	**Banking & Financial Services Mgmt.**	
MAT605-4	Health and Hospital Information Systems	MAT608-1	Banking Operations & Services
Operations Management		MAT608-2	Bank Financial Management
MAT607-1	Supply Chain Management	MAT608-3	Laws and Regulations to Banking
MAT607-2	Total Quality Management	MAT608-4	Basics of Financial Accounting for Bankers
MAT607-3	Production and Materials Management	**Power Management**	
MAT607-4	Project Management	MAT610-1	Conventional & Non-Conventional Renewable Energy Systems
Agri -Business Management		MAT610-2	Energy Audit and Management
MAT609-1	Agro-Input Management	MAT610-3	Energy Systems Planning
MAT609-2	Livestock Management	MAT610-4	Power Pricing & Power Purchase
MAT609-3	Floriculture, Biotech and Food processing Units		

SUMMARY OF THE TOTAL MARKS AND CREDITS

Sr. No.	Semester	Semester End Exam.	Internal Assessment	Total	Credits
		Marks			
1	Semester - I	300	200	500	20
2	Semester - II	300	200	500	20
3	Semester - III	300	200	500	20
4	Semester - IV	300	200	500	20
5	Semester - V	300	200	500	20
6	Semester - VI	290	210	500	20
7	Semester - VII	180	320	500	20
8	Semester - VIII	290	210	500	20
9	Semester - IX	300	200	500	20
10	Semester - X	220	280	500	20

REGULATIONS FOR THE UNDERGRADUATE PROGRAMMES 2015

Regulation No. Description

R 1. General	
R 1.1	These regulations shall be called as the Regulations for the Dual Degree Course In Management programme of the Institute.
R 1.2	These regulations shall come into force with effect from the date of its approval by the Academic Council.
R 2. Dual Degree Programmes	
R 2.1	The Institute shall offer Dual Degree programme as shown in Table 1
R 2.2	Entry qualifications / students eligibility : For admission to this course, a student should have passed 12th standard (or equivalent) examination and obtained at least 45%(40% marks for reserved category students) and should have passed a Common Admission Tests conducted for the purpose. <table><tr><td>Science Stream</td><td>Commerce Stream</td><td>Arts Stream</td></tr><tr><td>20 seats</td><td>20 seats</td><td>20 seats</td></tr></table> In case of non availability of students from one stream, remaining seats in that stream may be allotted to students from other two streams on equal basis. In case of non availability of students from two streams, remaining seats in that stream may be allotted to students from third stream. Admission taken at the first year shall be admission to "5 year Dual Degree Course in Management" and he/she will not be required to take re-admission at any stage of the course unless he/she discontinues the course after 3rd or 4th year. **The programme framework provides additional entry points as,** • Student, who has discontinued his/her studies on obtaining BM degree, can join at later date for the fourth and fifth year of the course to complete MAM. However, such student shall not be awarded BAM degree at the end of fourth year even if he/she discontinues studies at fourth year. • Student, who has discontinued his/her studies on obtaining BAM degree, can join at later date for the fifth year of the course to complete MAM. However the time period of discontinuation which a student can take shall be decided by the competent authority from time to time.
R 2.3	a) The minimum duration of Dual programme leading to BM degree is six semesters (spread over three years). b) The minimum duration of Dual programme leading to BAM. degree is eight semesters (spread over four years). c) The minimum duration of Dual programme leading to MAM. degree is ten semesters (spread over five years). The duration for the dual programme may be altered in accordance with the decision of the Competent Authority

R 2.4	Reservation of seats for admission to Dual programme shall be as per the norms of the Government for Minority Institutions.
R 2.5	The candidate shall be provisionally admitted to Dual Degree Course in Management programme subject to fulfillment of eligibility criterion as prescribed by the Competent Authority.
R 2.6	In the matter of admissions to the Dual Degree programmes, the decision of the competent authority shall be final.
R 2.7	A student should have obtained the eligibility certificate from the University in the first

R 3. Semester System

R 3.1	The academic programmes in the Institute shall be based on semester system; two semesters (July - December and January - June) in a year with winter and summer vacations.
R 3.2	The curriculum shall consist of credit and audit (non-credit) courses.
R 3.3	Each credit course shall have a certain number of credits assigned to it depending upon the academic load of the course, which would be assessed on the basis of weekly contact hours of theory lecture, tutorial, and field study if required.
R 3.4	The courses, practicals, seminars and projects offered in a semester shall be

R 4. Curriculum Structure

R 4.1	The programmes will consist of : (a) Courses comprising of basic Accounts ,Finance, Marketing and Human Resource Management; (b) Management core courses introducing the student to the foundations of management in his / her branch; (c) Electives enabling the students to take up a group of courses of interest to him/her; (d) Minor and major projects, and seminar approved by the Department and (e) Other industry oriented audit courses/ Environmental Engineering Courses/
R 4.2	Each Dual Degree Course in Management programme will have a curriculum and course contents (syllabi) for the courses designed by the BOS and approved by Academic Council.
R 4.3	a) The curriculum for award of degree in various Dual Degree Course in Management programme is designed to have credits as under : BM : 120 credits BAM : 40 credits

R 4.4	The total contact hours for Dual Degree Course in Management programme shall be as per norms prescribed by the Competent Authority.
R 4.5	The medium of instruction, examination and project reports will be English.
R 4.6	Every Dual Degree Course in Management student will have to earn the credits by passing all the credit courses as specified in R 6 and will have to earn "SF" in all the audit courses to become eligible for award of the Degree.

R 5. Course and Department Codes

R 5.1	Each course offered shall have an alphanumeric course code consisting of a string of six characters. The first two characters in a course code shall be capital letters identifying the respective department offering the course, Third letter will indicate nature of the course i.e. Theory (T) or Practical (P). and next digit will indicate the (year of the course) 1-5 for Dual Degree Course in Management Programme. viz. : UG- BMT1XX: BM- Bachelor of Management, T-Theory, 1-FirstYear and XX-Course Number.

R 6. Course Credits

R 6.1	**a) For BM** Each credit course shall have an integer number of credits, which reflects its weight. The student earns credits by passing corresponding courses in minimum 'CD' grade in theory course examination. The number of credits of a course in a semester shall normally be calculated as under(however there may be some exceptions):- (a) Lectures : One lecture hour shall be assigned one credits. (b) Tutorial : One Tutorial hour per week shall also be assigned half credit. (c) Major Project : One project hour will be assigned two credits. **b) For BAM / MAM** Each credit course shall have an integer number of credits, which reflects its weight. The student earns credits by passing corresponding courses in minimum 'CC' grade. The number of credits of a course in a semester shall normally be calculated as under (however there may be some exceptions); (a) Lectures : One lecture hour per week shall be assigned one credits. (b) Tutorial : One Tutorial hour per week shall be assigned half credit. (c)Projects and seminar shall be assigned credits as reflected in the respective schemes approved by the

R 7. Additional Courses

R 7.1	The students admitted to the Dual Degree Course in Management programme participating in NCC/ NSS/ Games &Sports/Cultural Activities/ ACEES as per norms of the University will be treated as additional courses and shall be awarded grades as shown below : However these will not be the compulsory courses. Guidelines for calculation of Grade point for participating in activities NCC/NSS/Games & Sports/Cultural Activities/ACEES in the semester.

Grades	Grade Points	Range of Marks
AA	10	90-100
AB	9	80-89
BB	8	70-79
BC	7	60-69
CC	6	50-59
CD	5	40-49
DD	4	30-39

Various components for calculating the marks out of 100 are as below:-

Sr. no.	Components of Marks	Eligibility	Marks
1	Attendance / Consistency	All students	5
2	Physical fitness Test / Post holder (University / College team Captain, secretary, branch secretary)	I & II Semester / III to VIII	5
3	Behavior on field or during competition / event	All students	5
4	Participation in Intra Collegiate / inter branch activities (1st, 2nd, 3rd position).	All students	5 (5, 3, 1)
5	Participation in Inter Collegiate activities.	All team members	30
6	Securing 1st, 2nd, 3rd position in inter collegiate activities.	All team members	50
7	Participation in University / State level activities	All team members	70
8	National / International level	All team members	

Evaluation of student for NCC/NSS/GAMES & SPORTS/ACEES activities shall be done by HOD of Physical Education Department. Evaluation of student for CULTURAL/LITERARY activities shall be done by Dean SRC. Evaluation of co curricular activities like technical paper presentation / model project exhibition etc. shall be done by H.O.D. of respective department. However compilation of student data for all the activities shall be the responsibility of H.O.D. Physical Education.

Students shall be assessed for the marks mentioned in serial number 5, 6 & 7 of above table and best of three items should only be awarded. Serial No. 1, 2, 3 & 4 are add-on marks that should be added with the marks received by students for serial number 5, 6 & 7.

R 7.1.2	Community Service Programme (CSP) will be announced by the Sports/ Humanities/ NSS department time to time at the start of academic year. The students should register in the concerned department and shall participate in the CSP conducted during that academic year.

R 7.2 Incentives to the students participating in Industrial/ Corporate Training/ Certificate /Student Exchange program/Publications

R 7.2.1	The students admitted to the Dual Degree Course in Management programme undergoing Industrial/Corporate training in listed/ reputed companies/organizations having minimum duration of 4 weeks shall be eligible for award of additional grades as per the regulations.

Guidelines for incentive credits to the Students Participating in Industrial /Corporate Training / Publications

Award of grades based on absolute mark system out of 100 is prepared. The same is converted to grade points and grades as below:

Grade Point	Range of Marks
10	90-100
9	80-89
8	70-79
7	60-69
6	50-59
5	40-49
4	30-39
3	20-29

Various components for calculating the makes out of 100 are as below:-

The students admitted to the Dual Degree Course in Management programme undergoing Industrial/ Corporate training in listed/ reputed companies/ organizations having minimum duration of 4 weeks shall be eligible for award of additional grades as per the following table.

Industrial & Corporate Training

Sr. No.	Training undertaken at	Marks
1.	MNC/ Public Sector/ Large Scale Industry	30
2.	Small and Medium Enterprise	20

The students admitted to the Dual Degree Course in Management programme undergoing One week Summer /Winter Student Exchange / Certificate programme shall be eligible for award of additional grades as per the following table.

Summer / Winter Student Exchange / Certificate programme

Sr. No.	Training Undertaken at	Marks
1.	Indian / Foreign University / Schools of Repute	25

Note : A student must produce a certificate from the University/ Institute in which he/she has undertaken program, produce a report and give a presentation in order to be eligible for securing the marks.

The Dual Degree Course in Management students publishing research papers in international/ national journals and international/ national conferences organized by IITs/IIMs and Institutes of national/ international repute shall be eligible for award of

Sr. No.	Particular	Marks
1.	Research Paper accepted and presented in International conference	20
2.	Research Paper accepted and presented in National conference	15
3.	Research Paper accepted and presented in state level/ regional conference	10
4.	Research Paper accepted for publication in referred International Journal	50
5.	Research Paper accepted for publication in Non-referred International Journal but with ISBN/ISSN No.	40
6.	Research Paper accepted for publication in referred National Journal	40
7.	Research Paper accepted for publication in Non-referred	30

In a semester a student can earn a maximum of 100 marks. In case a research paper is jointly presented / published by more than one student, the marks awarded will be divided equally among the students.

Evaluation of the students for incentive credits for participating in Industrial / Corporate training/Paper presentation/ Certificate /Student Exchange program / Paper Publication shall be done by the respective head of the departments.

R 8. Academic Council

Academic Council shall be constituted as per the guidelines for autonomous colleges prescribed by UGC under plan 11of para 8.

R 8.1	Academic Council shall consist of 1. Principal (Chairman) 2. All Heads of the Departments in the Institute. 3. Four teachers of the Institute representing different categories of teaching staff by rotation on the basis of seniority of service in the Institute. 4. Not less than four experts from outside the Institute representing such areas as Industry, Commerce, Law, Education, Medicine, Engineering etc. to be nominated by the Board. 5. Three nominees of the university. 6. A Faculty member nominated by the Principal (member secretary).
R 8.2	Without prejudice to the generality of functions mentioned the Academic Council will have powers to : a) Scrutinize and approve the proposals with or without modifications of the Board of Studies with regard to course of study, academic regulations, curricula, syllabi and modifications. Thereof, instructional and evaluation arrangements, methods, procedures relevant thereto etc. provided that where the Academic Council differs on any proposal, it will have to return the right to any matter for reconsideration to the Board of Studies concerned or reject it, after giving reasons to do so. b) Make regulations regarding the admission of students to different programmes of study in the college. c) Make regulations for sports, extra-curricular activities, and proper maintenance and functioning of the playgrounds and hostels. d) Recommend to the Board proposals for institution of new programmes of study. e) Recommend to the Board of scholarships, studentship, fellowships, prizes and medals, and to frame regulations for the award of the same. f) Advise to the Board on suggestion(s) pertaining to academic affairs made by it. g) Perform such other functions as may be assigned by the Board.

R 9. Course coordination committees.

R 9.1	Every HOD will appoint a coordination committee for each subject group which shall contain the senior departmental faculty related to the subject/group and invited members from other departments and industry if required.

R 10. Board of Studies (BOS)	
R 10.1	Every programme shall have its own Board of Studies (BOS) to look after all matters pertaining to that particular programme. **Composition :** a) Head of the department concerned (Chairman) b) The entire faculty of each specialization c) Two experts in the subject from outside the Institute to be nominated by the Academic Council. d) One expert to be nominated by the Vice Chancellor from a panel of six recommended by the Principal. e) One representative from the industry/ corporate sector/allied area relating to placement. f) One post graduate meritorious alumnus to be nominated by the Principal. The Chairman BOS, may with the approval of the Principal, co-opt i. Expert from outside the college whenever sufficient courses of studies are to be formulated.
R 10.2	**Functions :** BOS of a department in the Institute shall : a) Prepare syllabi for various courses keeping in view the objectives of the Institute, interest of the stakeholders and national requirement for consideration and approval of the Academic Council ; b) Suggest methodologies for innovative teaching and evaluation techniques ; c) Suggest panel of names to the Academic Council for appointment of examiners ; and d) Coordinate research, teaching, extension and other academic activities in the department/Institute.
R 10.3	The Principal of the Institute shall appoint the BOS in consultation with the respective Head of the Department. In case of vacancies in BOS replacement shall be done by Chairman BOS with the approval of the Principal. For an interdisciplinary programme, an ad-hoc board shall be constituted by Dean Academics. A Programme Coordinator shall be appointed by the Principal in consultation with the Dean Academics and the Heads of the concerned Departments to look after all the administrative and academic matters related to the interdisciplinary programme. The Programme/Course Coordinator shall exercise the functions of the Chairman, of

R 11. Courses of Special Nature	
R 11.1	1) For Dual Degree Course in Management-BM **(a) Minor-Project** A curriculum may contain a minimum 2-credit course on minor project, which may be offered in fifth semester onwards to carry out Financial analysis, site visits, market survey, etc. Not more than four students may carry out the minor project together. **(b) Major Project** A curriculum shall contain 4 credit component of project seminar and major project, offered in the sixth semester of the UG programme. Not more than four students may carry out the major project together. The batch formation norms and allotment of guide shall be carried out by concerned Department. **(c) Offering an Elective** An elective course in a department shall run only if minimum of 15 students register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the Chairman, Board of Studies. If additional full time faculty is required, approval of the Principal is necessary. 2) For Dual Degree Course in Management -MAM **(a) Project** A curriculum shall contain project/ mini project/ seminar, offered in the respective semesters of the concerned Dual Degree Course in Management programme. Credit component shall be assigned as per the availability of total credits for the respective semester and allotment of guide to the individual student shall be carried out by concerned department. **(b) Offering an Elective** An elective course in a department shall run only if minimum of 30% students register for it in a regular semester. However, under special circumstances, a course may run with fewer students with prior permission of the Chairman, Board of studies. If

R 12. Starting a New Programme	
R 12.1	(a) An Institute is free to start diploma (UG and PG) or certificate courses without the prior approval of the university. Diplomas and certificates shall be issued under the seal of the college. (b) An Institute is free to start a new degree or postgraduate programme with the approval of the academic council. Such programmes shall fulfill the minimum standards prescribed by the university/UGC in terms of number of hours, curricular content and the university shall be duly informed of such programmes. (c) An Institute may rename the existing programme after restructuring/ redesigning it

with the approval of the academic council as per UGC norms. The university should be duly informed of such proceedings so that it may award new degrees in place of the old.

(d) An interdisciplinary programme may be proposed by a Department in consultation with other participating Department(s), or by a group of Department(s), or by a Committee appointed by the Principal.

(e) A new programme proposed by Department(s) shall be placed before the APEC and

R 13. Registration	
R 13.1	Every student admitted shall have his/her unique Student ID. The Student ID of a student shall consist of ten alpha-numerals BMnnYYYmmm where nn :Indicates Year of Admission. YYY: Indicates Programme code. mmm: Indicates Serial Number in a programme. viz: BM11U001 indicates Serial No. 001 of BM student admitted in 2014 - 15.
R 13.2	Registration at the beginning of each year, on the prescribed dates announced from time to time, by payment of the stipulated fees along with duly filled in admission form is compulsory for every student till he/she completes the Programme.
R 13.3	Registration, according to rules, should be carried out on the first four days of each year. Late registration may be permitted only for valid reasons and on payment of a late registration fee. In any case, registration must be completed before the prescribed last date for registration, failing which his/her studentship is liable to be cancelled. Students having outstanding dues to the Institute or hostel shall be permitted to register only after clearing the dues.
R 13.4	In-absentia registration may be allowed only in rare cases at the discretion of the Dean Academic in case of circumstances beyond the control of students.
R 13.5	**A) For BM** For admission to III Semester the student must have earned all the credits of I semester (i.e. He/ she shall have to secure passing grade in all the courses offered in I semester) and at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. I & II Semester put together) failing which he shall not be eligible for admission to III semester. For admission to V Semester the student must have earned all the credits of I, II and III semester (i.e. He/ she shall have to secure passing grade in all the courses offered in I, II and III semester) and at least 60% of the total credits (rounded off to nearest lower integer) of immediate last year (i.e. III & IV Semester put together) failing which he shall

not be eligible for admission to V semester.

B) For BAM

For admission to seven semester: A student should earn all the credits of one to five semesters and 60% of the total credits (rounded off to nearest lower integer) of fifth & sixth semester.

C) For MAM

For admission to nine semester: A student should earn all the credits of one to seven

R 14. Equivalence and Absorption of students	
R 14.1	**1) For BM** The students from University pattern, desirous of seeking admission to III, and V semester in autonomous pattern, have to fulfill the prevailing ATKT norms of University, to become eligible for admission. However, such students have to clear backlog subjects (courses) if any, by appearing for the respective examinations of University. In addition the student also has to register and pass new courses, if any, introduced in earlier semesters of the autonomous pattern in three attempts. The norms of absorption/equivalence shall be decided by the Academic Council on the recommendations of the Equivalence Committee from time to time. **2) For BAM/ MAM** The students, from University pattern, desirous of seeking admission to VII & IX semester and onwards wherever applicable in autonomous pattern, has to fulfill the prevailing ATKT norms of the University to become eligible for admission. However, such students have to clear backlog subjects (courses) if any, by appearing for the respective examinations of the University. In addition the student also has to register and pass new courses, if any, introduced in earlier semesters of the autonomous pattern. The norms of absorption/equivalence shall be decided by the Academic Council on the recommendations of the Equivalence Committee from time to time.
R 14.2	The student, desirous of seeking readmission to II and IV, semester in particular academic year (because of detention in university pattern) will have to register and pass in I and III semester of the same academic year for all such courses which have not been covered (fully or partially) in previous semester in university pattern.
R 14.3	While switching from University pattern to autonomous pattern the CGPA of such student shall be calculated as per the table below. {table}

CGPA	4.0	5.0	6.0	7.0	8.0	9.0	10.0
Percentage	40	50	60	70	80	90	100

The intermittent percentages should be calculated based upon the extrapolation of the

R 14.4	When a student switches from a University to the Institute, the additional courses offered in previous semester of that programme in Autonomous pattern of the institute and not covered in the corresponding University curriculum, such additional courses shall be treated as audit courses and he / she will have to earn 'Satisfactory Grade' in those courses.
	Provided that he/she clears all the backlog subjects in a university and earns 'Satisfactory' grade for the additional course/s in the institute, which is/are not covered in university curriculum, prior to switch over.
	Provided further that, for a student/s seeking transfer from an autonomous college to the Institute will have to clear all the backlogs of his parent institute and all those additional courses offered in previous semester/s of the Institute.
R 14.5	The students from any University/ Autonomous college desirous of seeking admission to III/ V/ VII and IX semesters eligible to take admission as per norms laid down by the Equivalence Committee of the college after obtaining the permission from the competent authority.

R 15. Discipline and Conduct

R 15.1	Every student is required to observe discipline and decorous behavior both inside and outside the campus and not to indulge in any activity, which will tend to bring down the prestige of the Institute.
R 15.2	The following acts of omission and/or commission by the students within or outside the college campus shall constitute gross violation of 'Code of Conduct' punishable as indiscipline.
	a) Lack of courtesy and decorum, as well as indecent behavior;
	b) Willful damage of property of Institute/ Hostel or of fellow students;
	c) Possession/ Consumption/ Distribution of alcoholic drink and banned drugs;
	d) Mutilation or unauthorized possession of library materials like books, journals etc.
	e) Noisy and Unseemly behavior disturbing peace in Institute and Hostel;
	f) Hacking in Computer system, either hardware or software or both;
	g) Any other act considered by the Institute as a gross indiscipline.
R 15.3	Any act of indiscipline of a student reported to the Dean, Student Affairs, will be discussed in a Complaint Redressal Committee constituted by the Academic Council.
	The Committee will enquire into the charges and recommend suitable punishment if the charges are substantiated. The concerned Heads of the Departments/ First Year Coordinator will consider the recommendations of the Complaint Redressal Committee and authorize the Dean, Student Affairs to take appropriate action.
	Also the Academic Council will duly and transparently form a Grievance Redressal Committee. In case of any issue the student has to submit his grievance in writing with a copy to the Dean Student Affairs.
	The committee will look into the matter and forward the action taken to the Dean

R 15.4	Student Affairs and the student.
	Appeal: The student may appeal to the Chairman, Academic Council whose decision will be final; and will be conveyed to the Dean, Student Affairs. The Dean, Student
R 15.5	Affairs will report the action taken at the next meeting of the Academic Council.
	If the student while studying in the Institute is found indulging in anti-national activities contrary to the provisions of acts and laws enforced by Government he / she will be
R 15.6	liable to be expelled from the Institute without any notice.
R 15.7	If a student is involved in any kind of ragging, the student shall be liable for strict action as per Maharashtra anti-ragging act 1999, which is in effect from 15th May 1999.
	If any statement/information supplied by the student in connection with his/her admission is found to be false/ incorrect at any time, his/ her admission shall be cancelled and he/she shall be expelled from the Institute and fees paid shall be forfeited.
R 15.8	Student once admitted in the Institute has to follow dress code, if any, as well as other instructions issued by the administration from time to time, failing which disciplinary action shall be initiated against such student.
R 15.9	If a student is found guilty of overall misconduct during his/her stay in the Institute, he/she will be punished as per the recommendations of the Dean, Student Affairs. The maximum punishment may be expulsion from the Institute.
R 15.10	If a student is found guilty of malpractice in examination he/she will be punished as per

R 16. Attendance, Absence, Leave Rules and Dismissals

R 16.1	All the students are expected to be present in every lecture, tutorial, practical, NCC / NSS / CSP /Games & Sports / Yoga scheduled for them. Attendance will be closely monitored during a semester as per the guidelines.
R 16.2	If a student is continuously absent from the classes for more than four weeks without informing the Course Coordinator, the Coordinator shall immediately bring it to the notice of First Year Coordinator/ the Head of the concerned department as the case may be and they in turn will inform the same to the Office of Dean Academic.
R 16.3	The names of the students who have remained absent, for more than 25% of the actual classes held in a course will be intimated by the Course Coordinator himself on the last teaching day of each month of the respective semester, to the students in the class with written intimation to the HOD / First Year Coordinator, who will arrange to consolidate the list for all such students for all the courses and display it on the notice board of the department with an intimation to Dean Academics.
R 16.4	A student must have an overall 75 % attendance of the total number of classes including lectures/ tutorials and practicals.
	Student is not permitted to appear for the end semester examination if the shortfall of attendance exists. He/ She shall be awarded `Z' grade in that semester. This grade shall appear in the grade card till the successful completion of course requirements in that semester. The decision in this regard taken by the Academic Council will be final.

R 16.5	Condonation of Attendance: Condonation of attendance can only be considered in case the overall attendance of the student is minimum 60%.
	A deficiency of overall attendance to the extent of 15% may be condoned by the Principal on the recommendation of Head of the Department/ First Year Incharge on being satisfied that the same deficiency in attendance was due to circumstances beyond the control of the student.
	For availing such condonation, a student will have to apply to the Head of concerned department along with requisite documents. However the decision in this matter will be finally taken by the Principal. (Modified regulation as approved by Academic Council in its meeting dated 25th April 2015).
R 16.6	In case the overall attendance is below 60 %, his/her attendance in individual courses shall be considered. If in any course his/her attendance is minimum 60%, he/she shall be eligible to appear in end semester examination of that course.
R 16.7	However the decision in this matter will be finally taken by the Principal. (Modified regulation as approved by Academic Council in its meeting dated 25th April 2015). Student who is not permitted to appear for the end semester examinations due to shortfall in attendance in a course shall be awarded 'Z' grade in that course. This grade shall appear on the Grade Card till the successful completion of course requirements in that course.

R 17. Withdrawals

R 17.1	A student who wants to withdraw from a semester shall apply through the HOD to the Principal, on a prescribed form within one week from the end of the Test I Examination and it will be recorded in the registration record of the student. The student will be awarded a withdrawal grade 'W' at the end of the semester.
R 17.2	In case a student is unable to attend classes for more than four weeks in a semester, he/she may apply to the Principal through HOD for withdrawal from the semester.
	However, such application shall be made as early as possible and latest before the start of the End Semester Examination.
R 17.3	In case the period of absence on medical grounds is more than fourteen working days during the semester, a student may apply for withdrawal from the semester, if he/she so desires. But such an application must be made to the Principal through HOD, as early as possible and latest before the beginning of End Semester Examination.
R 17.4	The maximum duration for completion of a Dual Degree Course in Management programme will be seven years spread out as follows-BM-5 years, BAM- 6 year & MAM- 7 years. Otherwise the student may be declared as not fit for management education on the recommendations of Academic Council.

R 18. Examination Scheme

In a semester a student shall be evaluated for his/her academic performance in a theory (Lecture / Tutorial) course through Mid Semester Examinations and one End Semester Examination. All the examinations shall be conducted as per the syllabi prescribed by the respective BOS and approved by the Academic Council

R .18.1	a) Three test examinations covering 15% evaluation each will be conducted as per schedule in the Academic Calendar. The best two scores, amongst the three tests shall be considered. Test examination will be normally of one-hour duration. The duration of examination may vary as per the need of the theory course. Valued answer books shall be shown to the students within six working days after the last day of the theory examination. Grievances, if any, shall be addressed by the HOD on application of the students within next two days.
	b) Teachers' assessment of students' performance covering 10% evaluation shall be done on the basis of any two heads such as home assignments, tutorials, open book tests, seminars, group discussions, projects, quizzes etc. The course coordinator shall declare the two heads chosen for each course, within the date prescribed by the Dean Academics.
	c) End Semester Examination shall be conducted as per schedule in academic calendar. End semester examinations will be of three-hour duration. The duration of examination may vary as per the need of the theory course. Valued answer books shall be shown to the students within six working days after the last day of the theory examination. Grievances, if any, shall be addressed by the HOD on application of the students within next two days. Correction in marks, if any, should be communicated to the office of COE in the format prescribed within ten working days after the day of examination.
R 18.2	A student who skips teachers' assessment or a part thereof shall be awarded zero marks under the respective head.
R 18.3	A student who remains absent for End Semester examination, shall be awarded zero marks in end semester examination. If a student is eligible for 'FF' or 'I' grade shall be allowed to appear for the make-up examination. The make-up examination shall be conducted within one month from the declaration of results of the end semester examination. Make up examination shall be for end semester examination of that academic year only.
R 18.4	The seminar shall be evaluated through the quality of work carried out, the report submission and presentation/s as per the guidelines prescribed by the respective BOS from time to time.
R 18.5	Project work shall be evaluated by mid-term seminar/s, the quality of work carried out, project report submission and the viva-voce examination.
R 18.6	Not with standing contained in above, any specific norms in respect of examination, criterion of passing, results, valuation, grading, discipline, award of degree, attendance will be prepared by the respective departmental faculty board, approved by BOS and Academic Council, if required.
R 18.7	An examinee securing failure grade in any course of an examination of Dual Degree Course in Management programme shall have an option to forego his/her continuous

	assessment marks in a course or courses. In such cases he/she shall be examined for a total marks comprising theory/practical end semester examination and continuous assessment together, at his/her successive attempt at the examination Such an option can be availed by the examinee in makeup examination incase he/she is appearing for the makeup examination as ex-student for that particular course. The Option of forego cannot be availed by examinee in makeup examination incase he/she is appearing for the makeup examination as regular student for that particular course. To avail this, the examinee would indicate the same in his or her 'Application for the examination' and the option once exercised, shall be 'Final and Binding' on the examinee concerned for all the subsequent examinations in that course. For the examinee opting for forego, his/her marks in continuous assessment shall be ascertained proportionately on the basis of his/her marks in the end semester examination of that course. a. For example, in case of a theory course wherein out of a total of 100 marks, 60 marks and 40 marks are allotted to end semester examination and continuous assessment respectively, the proportion would be 1.5:1 i.e. for every 1.5 marks scored in end semester examination, 1 mark would be assigned to continuous assessment. An examinee can opt for forego of his/her marks in continuous assessment of a practical course only after submission of 'Term work completion' certificate issued by the concerned head of the department along with the 'Application for the examination'.

R 19. The Grading System

R 19.1	For every course taken by a student he/she is assigned a grade based on his/her combined performance in all components of evaluation scheme of a course/practical. The grade indicates a qualitative assessment of the student's performance and is associated with equivalent number called a grade point.
R 19.2	**The academic performance of a student shall be graded on a ten-point scale following guidelines Table 2.**
R 19.3	**1) For BM** The letter Grades (up to 'CD' only in theory courses) awarded to a student in all the credit courses shall be converted into a SGPA and CGPA, to be calculated as given in R 28. **2) For BAM/ MAM** The letter Grades (up to 'CC' only) awarded to a student in all the courses shall be converted into a SGPA and CGPA, to be calculated as given in R 28.

R .19.4	For computation of Standard Relative Grades, for the evaluation of the academic performance of an examinee in a course, in Makeup Examination, the Mean and the Standard Deviation would be the same as the Mean and Standard Deviation in the End Semester Examination for which the Makeup Examination was conducted.
R .19.5	A student passing a course in Makeup examination shall be treated as having cleared the course in First Attempt.
R .19.6	In case the ex-student appears for examination of the course along with regular students appearing in that course then the cut-off marks of the regular examination shall be applicable. In all other cases the cut-off marks of the previous regular examination shall be

R 20. Grade Moderation Committee

R .20.1	The Grade Moderation Committee for the programmes except those for the first year shall be appointed semester wise by the Chairman, BOS. This committee shall be responsible for adherence to the guidelines for the award of grades and shall include all the concerned Course Coordinators. The Chairman, Grade Moderation Committee shall be responsible for the display of grades in the department and for forwarding the final grades to the COE.
R .20.2	The Grade Moderation Committee for the first and second semester (first year) shall consist of all the Course Coordinators of the courses offered to the first and second semester students in a semester, with the Coordinator (First year In-charge) as the Chairman. The Chairman, Grade Moderation Committee shall be responsible for the

R 21. Award of Degree

R .21.1	The Degrees shall be awarded by the Rashtrasant Tukadoji Maharaj Nagpur University, Nagpur along with the name of College, on recommendations of the Academic Council/ Board.
R .21.2	The course shall provide an undergraduate degree in 3 or 4 years, **(BM / BAM)** followed by a **Master's degree in five years (MAM).** • award of a **Bachelor's degree (BM)** at the end of three years, if one wishes to discontinue the studies, or • award of a **Bachelor's degree in Applied Management (BAM#)** at the end of four years And • award of **Master's degree in Applied Management (MAM)** at the end of five years **Note :** (#BAM shall not be awarded to one who has acquired BM degree however, a certificate for credits acquired at 4th year shall be given).

R 22. Grade Card

R 22.1	The grade card shall be issued at the end of the semester to each student and will contain the following : a) The credits for each course registered for that semester. b) The grade points and letter grades obtained in each course. c) The total number of credits earned by the student up to the end of that semester in each of the course. d) The SGPA and the CGPA.
R 22.2	Grade card will not indicate class or division or rank.
R 22.3	Wherever required the conversion of CGPA to percentage of marks will be done using following table.

CGPA	4.0	5.0	6.0	7.0	8.0	9.0	10.0
Percentage	40	50	60	70	80	90	100

The intermittent percentages should be calculated based upon the extrapolation of the values in the table.

R 23. Minimum Requirements for the Award of the Degree

R 23.1	The student should have taken and passed all the prescribed courses including seminar and projects under the general institutional and departmental requirements.
R 23.2	A student, who has earned the all credits for the degree but fails to obtain the minimum specified CGPA for this purpose, shall take additional courses or repeat the courses mentioned in program till the minimum CGPA is attained subject to maximum duration of program as specified in R 18.4 and R 25.1.
R 23.3	**1) For BM** The credits for the courses in which a student has obtained 'CD' grade or higher shall be counted as credits earned by him/her. The grades awarded for successful and unsuccessful completion shall be 'Satisfactory' and 'Unsatisfactory' respectively. The grades shall be denoted by 'SF' and 'USF' respectively. The student should also have 'Satisfactory' grade in all the audit courses otherwise he/she will have to repeat the audit course provided that a student should have no case of indiscipline pending against him/her. **2) For BAM/ MAM** The credits for the courses in which a student has obtained 'CC' grade or higher shall be counted as credits earned by him/her. The grades awarded for successful and unsuccessful completion shall be 'Satisfactory' and 'Unsatisfactory' respectively. The grades shall be denoted by 'SF' and 'USF' respectively. The student should also have 'Satisfactory' grade in all the audit courses otherwise he/she will have to repeat the audit course provided that a student should have no case of indiscipline pending against

R 24. Extension of Maximum Period for Completion of a programme

R 24.1	The maximum duration for any programme may be extended by at the most one semester for genuine cases and unavoidable circumstances as verified by the BOS and approved by Academic Council and the Board. Genuine cases on confirmation of valid reasons may be subjected to the said procedure. The decision of the administrative bodies will be final.

R 25. Award of Medals/ Scholarships

R 25.1	Awards available under excellent performances in sports, cultural, extra-curricular, debate, etc. shall be given to the students as per prevailing norms.
R 25.2	The award of scholarships/freeships and other benefits will be in accordance with rules framed by the Government of Maharashtra and Govt. of India.
R 25.3	The award of merit scholarships/Medals, if any, to the students will be governed by the regulations framed by the Board/ Academic Council from time to time.
R 25.4	Students clearing all courses offered in a programme in regular examination in first attempt shall be considered for the award of merit / medal.
R 25.5	In case, a student has cleared any course offered in a programme in Makeup

R 26. Interpretation of Regulations

R 26.1	In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.

R 27. Academic Calendar

R 27.1	The academic calendar will be designed, updated and followed up by Dean Academics from time to time. The academic activities of the Institute are regulated by Academic Calendar approved by the Principal on the recommendation of Dean Academic from time to time and made available to the students / Faculty members and all other concerned in printed and electronics form. It is mandatory for students / Faculty to strictly adhere to the academic calendar for completion of academic activities until and unless permitted by the competent authorities.

R 28. Calculation of SGPA and CGPA

R 28.1	(i) Calculation of Semester Grade Point Average (SGPA) The performance of a student in a semester is indicated by a number called SGPA. The SGPA is the weighted average of the grade points obtained in all the courses registered by the student during the semester. The Grades as specified in R 20.3 will be used for calculating the CGPA and SGPA.

$$SGPA = \frac{\sum_{i-1}^{n}C_iP_i + C_aP_a}{\Sigma C_i}$$

Where,

C_i = The number of credits offered in the ith course of a semester for which SGPA is to be calculated

P_i = Grade Point earned in the ith course

i = 1,2,........, n represent the number of courses in which a student is registered in the concerned semester

C_a = 1 ; Incentive credit per activity

P_a = Grade point for participating in activities NCC/NSS/Games & sports/Cultural Activities/ACEES.

SGPA is rounded up to two decimal places and SGPA shall not exceed 10.

(ii) Calculation of Cumulative Grade Point Average (CGPA)

Up-to-date assessment of the overall performance of a student from the time of his first registration is obtained by calculating a number called CGPA, which is weighted average of the grade points obtained in all the courses registered by the student since he entered the Institute.

$$CGPA = \frac{\sum_{j-1}^{m}C_jP_j + \sum_{l=0}^{k}C_{al}P_{al}}{C_j}$$

Where,

C_j = The number of credits offered in the jth course up to   the semester for which CGPA is to be calculated

P_j = Grade point earned in the jth course.

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

C_{al} = ; Incentive credit in semester

P_{al} = Grade point for participating in activities NCC/NSS/Games & Sports/Cultural Activities/ACEES in the semester.

l = number of semester of participation

CGPA is rounded up to two decimal places and shall not exceed 10.

R 29. Guidelines for Award of Grades

Following are the general guidelines for the award of grades:

(i)   In general standard relative grading system will be followed.

(ii)   In case of subject if the number of students offering a given elective is less than 30, the grades will be awarded as per absolute grading system.

(iii)   For each student, evaluation in different components of a course shall be done in absolute marks considering the weightage in the scheme.

(iv)   The marks of various components shall be added to get total marks secured on a 100-points scale. The rounding off shall be done on the higher side.

(v)   The provisional grades shall be awarded by the Examination Committee. The grades shall be finalized within fifteen working days after the End Semester Examination.

(vi)   If required, the grades so awarded shall be moderated by a Grade Moderation

committee within next three working days. This committee will finalize the grades and display a copy of the grades awarded on the Notice board of the Department. All the final grades shall be communicated to the Controller of Examinations within three working days from the date of display of grades.

The procedures for evaluation and award of grades for project, training, seminar and group discussion shall be decided by the respective DFB.

(vii)   In case of audit courses the students would be awarded grades as follows

i.   Satisfactory   ii.   Unsatisfactory

The grades shall be awarded by the course coordinators and communicated to the

R 29.1 Standard Relative Grading System

Computation of Standard Relative Grades

The Mean and Standard Deviation would be calculated for the course based upon the marks obtained by the students in that course

Formula for Mean (x) $\bar{X} = \dfrac{\sum\limits_{i-l}^{n} X_i}{n}$

Formula for standard Deviation (S) $s = \sqrt{\dfrac{\sum\limits_{i-l}^{n}(x_i - x)^2}{N-1}}$

Grades	Grade Points	Range for Grade Calculation
AA	10	$\geq \bar{x} + 1.5\,s$
AB	9	$< AA$ and $\geq \bar{x} + 1.0\,s$
BB	8	$< AB$ and $\geq \bar{x} + 0.25\,s$
BC	7	$< BB$ and $\geq \bar{x} - 0.5\,s$
CC	6	$< BC$ and $\geq \bar{x} - 1.0\,s$
CD	5	$< CC$ and $\geq \bar{x} - 1.5\,s$

For Dual Degree Course in Management programme (MAM) having 30 or more students

Grades	Grade Points	Range for Grade Calculation
AA	10	$\geq \bar{x} + 1.5\,s$
AB	9	$< AA$ and $\geq \bar{x} + 1.0\,s$
BB	8	$< AB$ and $\geq \bar{x} + 0.25\,s$
BC	7	$< BB$ and $\geq \bar{x} - 0.5\,s$
CC	6	$< BC$ and $\geq \bar{x} - 1.0\,s$
FF	0	$< \bar{x} - 1.0\,s$

R 30. Guidelines for Project Evaluation

1) For BM

- Every student has to undertake a project of professional interest. The project may be related to a theoretical analysis, an experimental investigation, a new correlation and analysis of data, and setup of new equipment. The Project Coordinator appointed by the department normally assigns the project towards the end of the second year and the work is done uniformly during both the semesters of the third year.
- The first phase of project work to be carried out in sixth semester and will be assessed at the end of the semester under the head of seminar.
- The assessment of the project phase-II work is evaluated on the following basis;
- The 1st stage of progressive project work carries 50% of the total weightage,
- The final stage of project work carries 50% weightage,
- At each stage of progressive project work, a report should be submitted and the work should be presented which will be assessed by the panel of examiners as an internal assessment.
- The final project report should be submitted by the prescribed date. The final project report and the work should be presented, which will be assessed by the examiner at the End Semester Examination.
- Submission of the project cannot be postponed beyond the date specified in the calendar. If the project cannot be completed due to valid reasons, the course can be dropped in consultation with the project co-coordinator and the guide on or before the last date for dropping of courses. Re-registration for the same is required in the following semester in which it should be completed.
- Student who does not submit the project report for assessment by the due date due to unavoidable circumstances beyond his control, will be temporarily awarded 'I' grade at the time of finalization of grades.

  The 'I' grade will be converted to a performance grade when he/she submits the report and undergo the oral examination as per syllabi notified by project coordinator in consultation with HOD. In case of non-compliance of these provisions, 'I' grade shall automatically be converted into 'FF' grade.

2) For MAM

Project Evaluation Guidelines

- Every student has to undertake a project of professional interest. The project has to be related to the area of specializations the student has opted in Semester VIII. The project may be related to study and analysis related to the working in the business organizations in the area of Operation Management, Financial Management, Marketing Management, Human Resource Management and other Management related areas. The student is expected to apply appropriate research tools to analyze the data to draw meaningful conclusions and suggestion.
- The first phase of project work will be carried out in 3rd semester by a project defining seminar, where student will define title, scope and objective of the project.
- The final project report should be submitted by the prescribed date. A panel of examiners will evaluate the report and project defence seminar and viva-voce which

will be conducted after the End Semester Examination. The project assessment will be carried out by internal and external examiners. The 50% weightage will be assigned to internal assessment done by Project Guide. The remaining 50% weightage will be assigned to external assessment done by external examiner.

- Internal Assessment 50%

  This internal assessment will be carried out by Project Guide based on student's demonstration of initiative, interest, efforts, regularity, research work, data collection, data analysis, statistical tools used and result obtained.

- External Assessment 50%

  The external assessment will be done by external examiner for 50% weightage based on project work presentation, defence seminar and oral examination.

- Submission of the project cannot be postponed beyond the date specified in the calendar. If the project could not be completed due to valid reasons, the course can be dropped in consultation with the Head of the Department and the guide on or before the last date for dropping of courses. Re-registration for the same is required in the following semester in which it should be completed.

  Student who does not submit the project report for assessment by the due date due to unavoidable circumstances beyond his control, will be temporarily awarded "I" grade at the time of finalization of grades. The "I" grade will be converted to a performance grade when he/she submits the report and undergo as the oral examination as per syllabi, notified by project coordinator in consultation with Head

R 31. Award of Grade Based on Absolute Marks System (Equivalence of university scheme)

R 31.1	The award of grades based on absolute marks out of 100 shall be made as follows for transfer of marks of university scheme to the Grades. Grade points will be computed as earlier.

Percentage of Marks	Grade
≥90 %	AA
80-89 %	AB
70-79 %	BB
60-69 %	BC
50-59 %	CC
40-49 %	CD

R.31.2.1	The award of grades based on absolute marking system and elective courses offered for BM and BAM students for which less than 30 number of students are enrolled shall be

Percentage of Marks	Grade	Grade Points
≥ 90 %	AA	10
80-89 %	AB	9
70-79 %	BB	8
60-69 %	BC	7
50-59 %	CC	6
40-49 %	CD	5

R.31.2.2	The award of grades based on absolute marking system and elective courses offered for MAM students for which less than 30 number of students are enrolled shall be made as

Percentage of Marks	Grade	Grade Points
> 85 %	AA	10
76-85 %	AB	9
66-75 %	BB	8
56-65 %	BC	7
50-55 %	CC	6
< 50 %	FF	0

R 32. Indication of attention grade card

The following Characters will be displayed in the Grade Card to indicate the attempts. The Degree will not have any such indication. Single Grade Card will be provided for the regular and makeup examinations. The Grade Cards of successive attempts will be separately provided. However a single Grade Card for a semester may be provided after all the subjects of that semester are passed in more than one attempt. But it will be marked 'N' as already said. The student will have to separately apply to the Controller of Examination for the single semester Grade Card with copies of all the intermediate semester Grade Card along with a fees decided by the Finance Committee.

M - With Makeup Examination

N - Not in the First Attempt

R 33. Improvement of Grade/CGPA while undertaking a Programme

Student shall be permitted to improve their grade under the following conditions.

1. The examination for improvement of grades shall hereafter be termed as 'Improvement Examination'.

2. A candidate admitted to the institute prior to the commencement of this ordinance, shall also be allowed to avail provisions as per this ordinance.

3. The facility for improvement of grades will be available to the students having CGPA below 6.00

4. The improvement is possible only in theory papers. No improvement is permissible in practicals/lab courses, projects, workshops and assignments.

5. The improvement examination shall be conducted along with the Makeup Examination.

6. The Improvement Examination can be undertaken only for the courses in which a candidate had appeared as a regular student in the end term examination for which the Makeup is being conducted.

7. Additional examination fees will be paid by the student for appearing in the examination for improvement in the grade. The fee payable shall be as prescribed by the Finance Committee.

8. After the improvement examination result of the course taken for improvement of grade, better of the two grades, that is grade already awarded and the grade secured in the improvement examination will be considered.

9. A candidate who has reappeared for the above examinations under the provision of this ordinance and fails to improve his/her grade, his/her performance at such reappearance shall be ignored.

10. Student having undertaken Improvement Examination will not be eligible for the award of any medal/merit position.

11. The student shall be issued a fresh replacement grade card indicating the new grade with a mark which shall be explained as 'Improved Grade' only if he/she has improved the grades.

12. For calculation of standard relative grade for evaluation of the academic

R 34. Emergent Cases

R 34.1	Notwithstanding anything contained in the above regulations, the Chairman of the Academic Council may, in emergent situations, take action on behalf of the Academic Council as he thinks necessary and shall at the earliest opportunity, report it in the next meeting of the Academic Council.

R 35. Interpretation of Regulations

R 35.1	In case of any dispute, difference of opinion in interpretation of these regulations or any other matter not covered in these regulations, the decision of the Chairman, Academic Council shall be final and binding.

R 36. Power to Modify

R.36.1	Notwithstanding all that has been stated above, the Board has the right to modify any of the above regulations from time to time.

Table-1: UG Programmes Leading To Dual Degree

S.N.	Branch	Degree	Code
1	Management Technology	Bachelor's Degree in Management	BM
2	Management Technology	Bachelor's Degree in Applied Management	BAM
3	Management Technology	Master's Degree in Applied Management	MAM

Table 2.1: Structure of Grading of Academic Performance (BM)

Academic Performance	Grades	Grade Points
Outstanding	AA	10
Excellent	AB	9
Very Good	BB	8
Good	BC	7
Satisfactory	CC	6
Average	CD	5
Poor	FF	0
Incomplete	I	Subsequently to be changed into the grade earned.
Withdrawal	W	-
Non completion of course requirement	Z	-

Table 2.2 : Structure of of Relative Grading Of Academic Performance (BAM/ MAM)

Academic Performance	Grades	Grade Points
Outstanding	AA	10
Excellent	AB	9
Very Good	BB	8
Good	BC	7
Average	CC	6
Poor	FF	0
Incomplete	I	Subsequently to be changed into the grade earned.
Withdrawal	W	-
Non completion of course requirement	Z	-

Explanation:

'FF' Grade

- The 'FF' grade denotes poor performance amounting to failure.
- A student has to repeat all courses in which he/ she obtains 'FF' grade, till a passing grade is obtained within the prescribed duration.
- For the elective courses in which 'FF' grade has been obtained, the student may take the same course or any other course from the same elective group. If the course is not offered / available in the current semester he will have to take it whenever it is offered by the department and then appear for the examination.

'I' Grade

This grade indicates an 'Incomplete' course requirement due to absence in End Semester Examination. The grade is required to be converted into a regular letter grade as per the regulations.

'W' Grade

This refers to withdrawal from the course as per the regulations.

'X' Grade

This grade is awarded for incomplete Project work and will be converted to a regular grade on the completion of the Project work and its evaluation.

'Z' Grade

This grade stands for non-completion of course requirement.