



(State Private University Established Under the Shiv Nadar University Act, 2018)  
Rajiv Gandhi Salai (OMR), Kalavakkam - 603 110 Tamil Nadu

# Regulations 2025

## Choice Based Credit System (CBCS)

Undergraduate Economics (Data Science) Programs

DEPARTMENT OF ECONOMICS

SCHOOL OF SCIENCE AND HUMANITIES

# SHIV NADAR UNIVERSITY CHENNAI

(State Private University established under the Shiv Nadar University Act, 2018)  
RAJIV GANDHI SALAI (OMR), KALAVAKKAM - 603 110 TAMIL NADU

## SCHOOL OF SCIENCE AND HUMANITIES DEPARTMENT OF ECONOMICS

### **B.Sc. Economics (Data Science)**

### **B.Sc. in ECONOMICS (DATA SCIENCE) REGULATIONS 2025 (R2025)**

(Under the Choice Based Credit System)

(With Effect from the Academic year 2025 – 2026)

#### **1. SHORT TITLE AND COMMENCEMENT**

As per the Shiv Nadar University Chennai Ordinances:

- 1.1** The “Executive Council” and “Management Committee” shall mean the Executive Council of Shiv Nadar University and Management Committee of the Trust respectively.
- 1.2** These Ordinances shall come into force on the date of passing hereof by the Executive Council, subject to approval hereof by the Management Committee.
- 1.3** The Ordinances shall be applicable to all the programs offered by Department of Economics, School of Science and Humanities of the University.
- 1.4** Words and expressions defined in the Act or Statutes but not defined in the Ordinances shall have the meaning assigned to them under the Act or Statutes.

#### **2. DEFINITIONS**

In these Regulations, unless the context otherwise requires:

- 2.1** “Academic Calendar” means the calendar notified by the Executive Council.
- 2.2** “Academic Council” means the Committee of the University which is responsible for all academic activities for the implementation of relevant rules and regulations.
- 2.3** “Academic Term” means the term for the courses as determined by the Academic Council.

- 2.4** “Admissions Committee” means the Committee set up in accordance with Article 6.9 of the Statutes of the University below.
- 2.5** “Act” means the Shiv Nadar University, 2018 (Tamil Nadu Act 41 of 2018).
- 2.6** “Board of Studies” (BoS) means the Committee of a Department constituted to design program curriculum, outline syllabus, frame criteria for evaluation and to provide overall direction to the academic courses and programs offered by the Department or School. It will have representation from the industry and academia apart from internal faculty members.
- 2.7** “Centre” means regional campuses, additional campuses and study centres, including that of interdisciplinary studies and special studies and research centres, as well as specialized laboratories and distance learning centres declared and maintained by the University.
- 2.8** “CGPA” means Cumulative Grade Point Average. The Academic Council shall prescribe the guidelines based upon which all grading systems, including, the Semester Grade Point Average (SGPA) and CGPA shall be computed.
- 2.9** “Class” means a meeting of a group of students for specific Courses which includes the whole series of scheduled meetings or just one meeting and also includes a Lecture, a Tutorial or a Practical.
- 2.10** “Competent Statutory Authority” means the University Grants Commission, the All India Council for Technical Education and other such statutory authorities relevant to the University under the Act or any other applicable law.
- 2.11** “Convocation” has the meaning given to such term in Article 6.3 of the Ordinance.
- 2.12** “Course” means a prescribed set of topics and instructions in a subject offered as a unit of studies within an academic program, carrying a distinctive code number and specific credits assigned to it.
- 2.13** “Department” means the department of studies of a School conducting teaching and research in a specific field of specialization.
- 2.14** “Executive Committee” refers to the executive committee created under the Statutes.
- 2.15** “Institution” means a School/ College/ Institution of the University as declared from time to time.

- 2.16** “Programs” means the Academic Programs offered by the University leading to award of degrees/diplomas/certificates as per the conditions so prescribed for each program.
- 2.17** “Ragging” shall have the meaning give to such word under the Tamil Nadu Prohibition of Ragging Act (Act No. 7 of 1997).
- 2.18** “School” means an institution created for monitoring, supervising and guiding, teaching and research activities in broadly related Programs or fields of studies. The various schools in the University shall be as determined by the Executive Council.
- 2.19** “Section” means duly numbered sections of the Ordinances.
- 2.20** “Statutes” means the Statutes of the University as framed by the Executive Council of the University.
- 2.21** “University” means the Shiv Nadar University Chennai established under the Act.
- 2.22** “Vice Chancellor” means the Vice Chancellor of the University.

### ***3. ELIGIBILITY FOR ADMISSION***

#### **3.1 Regular Admission**

The admission, enrolment, and registration of Students shall be governed by the Statutes, and the admission policy in force, established by the University authorities and the office of the Registrar, and as approved by the Executive Council.

### ***4. PROGRAMS OF STUDY***

The Department of Economics, under the School of Science and Humanities, offers the following undergraduate program:

B. Sc. Economics (Data Science) / B.Sc. Economics (Data Science) Honours Degree Program

### ***5. STRUCTURE OF THE PROGRAMS***

#### **5.1 Categorization of Courses**

B. Sc. Economics (Data Science) and B. Sc. Economics (Data Science) Honours shall have a curriculum with syllabi comprising theory, theory-cum-practical, and practical courses with well-defined Program Outcomes (PO) and

Program Educational Objectives (PEO) as per the Outcome-Based Education (OBE) model. The content of each course is designed based on the intended Course Outcomes (CO).

The courses shall cover:

- (i) Major Core (MC) courses that include the core courses relevant to the chosen degree Program.
- (ii) Minor Stream (MS) courses that include the courses from the chosen specialization.
- (iii) Multi-disciplinary (MD) courses that include courses from Mathematics and Statistics.
- (iv) Skill Enhancement Courses (SEC) that include courses that help students acquire practical skills and hands-on training. These courses are intended to make students industry ready.
- (v) Value Added Courses (VAC) that include courses such as Environmental Management and Sustainability, Essentials of Entrepreneurship, etc. VAC category also includes the MULYA PRAVAH 2.0 Inculcation of Human Values and Professional Ethics
- (vi) Ability Enhancement Courses (AEC) that include courses that help students achieve employability and skill set. They focus on language proficiency communication and other skills.
- (vii) Minor Stream Basket courses that provide students with choice and are aligned with specialization in areas of contemporary relevance.
- (viii) Online Courses (OLC) which are offered under NPTEL/SWAYAM/ or other recognized MOOC only.
- (ix) Project/Dissertation (PD) that includes research-based education.
- (x) Summer Internship/Industrial Training (SI) that helps students credit their summer internship or Industrial Training the student had undergone.

**5.1.a. B. Sc. Economics (Data Science)** program is offered with a minimum of **126** credits. This will include a variety of courses as outlined in Sub-Section 5.1 below. In addition to the Major Core (MC) courses, a student has the option to choose one minor stream out of three minor streams. The three Minor Streams are 1. Sustainable Development and Public Policy; 2. Advanced Data Science; 3. Banking and Finance.

**5.1.b. B. Sc. Economics (Data Science) Honours program:** A student who is in a position to maintain a CGPA of 8.0 throughout the B. Sc Economics (Data Science) degree program is permitted to pursue the **B. Sc. Economics (Data Science) Honours** program within the ambit of the B. Sc. in Economics (Data Science) program. Inter alia, the **B. Sc. Economics (Data Science) Honours** degree will be awarded to a student who fulfils the following requirements:

- i. The student must have initially registered for the B. Sc Economics (Data Science) program.
- ii. A student who has maintained a CGPA of 8.0 and above and has completed all curricular requirements up to Semester III of the B. Sc Economics (Data Science) degree program.
- iii. The student must have registered for the B. Sc Economics (Data Science) **Honours** in Semester IV.
- iv. In Semester V, the student must have successfully completed an internship program/mini project work for 2 credits. The Mini projects will be evaluated internally by a panel of examiners after submission of the project report within the specified time.
- v. The student must have completed the two courses, viz., Advanced Econometrics and Big Data Analytics (each carrying 3-0-0-3 credits), in semester IV and V, respectively,
- vi. The student must have completed the Major Project in Semester VI (8 Credits). At the beginning of semester VI, a supervisor will be assigned to each student to guide the Project. The Project will be evaluated by a panel of examiners (both External and Internal).
- vii. The total minimum credits for award of B. Sc Economics (Data Science) **Honours** is 140

#### 5.1.1 Extra Academic Activity

5.1.1.1 Every student shall enroll upon admission in one of the extra academic activities such as the National Service Scheme (NSS), Youth Red Cross (YRC), Red Ribbon Club (RRC), or the National Sports Organization (NSO) and undergo training for approximately 40 hours per semester during the first two semesters of the Program, including a camp of seven days' duration.

5.1.1.2 The training will include classes on hygiene and health awareness, mulyah parvah courses, as well as instruction in first aid and disaster management. Students must complete the training within the first two years of their studies.

5.1.1.3 After completing this, students will receive a grade which will be recorded on the grade sheet. Achieving a passing grade in co-curricular activities is essential for the awarding of the degree.

5.1.1.4 The students will not be permitted to register for the semester IV courses unless they fulfil this requirement. While the training activities are generally held during weekends, the camp shall be arranged during vacation.

## 5.2 Definition of Credit

| Contact Period per week                                                                                  | Credits |
|----------------------------------------------------------------------------------------------------------|---------|
| 1 Lecture (L) Period                                                                                     | 1       |
| 1 Tutorial (T) Period                                                                                    | 1       |
| 2 Practical Periods (Capstone projects, Practical courses, practical component of a theory courses etc.) | 1       |

## 5.3 Number of courses per semester

The curriculum of each semester shall normally be a blend of Theory courses/ Theory-cum-Tutorial/Theory-cum-Practical courses with number of courses not exceeding **9** (with total credits not exceeding **25**). The syllabi of major core courses are Program-specific and designed to ensure that these courses emphasis practical knowledge aligned with industry standards. The number of total credits for Tutorials/Practical embedded therein not exceeding **9** for Tutorial/Practical.

## 5.4 Online Courses (OLC)

Students will be permitted to do online courses up to a maximum of six credits (which are provided with certificate after evaluation of the performance) during the entire programme, with the prior approval from the Head of the Department. The Head of the Department can constitute a Committee to recommend the list of online courses to be approved by Board of Studies. Students will be permitted to do online courses from Swayam-NPTEL certification courses. The students can fulfil their credit requirements by registering for the online courses offered under Swayam-NPTEL certification courses. Students shall enrol in Swayam-NPTEL courses only after prior approval from the department. After enrolling in the Swayam-NPTEL portal, the student must successfully complete the course by appearing for the evaluation conducted by Swayam-NPTEL at the end of the course. If the number of students is more than 10, then the marks obtained in that evaluation will be converted to a percentile, based

on a relative grading system. This percentile will eventually be recorded as the final marks, and an equivalent grade will be assigned in the official mark sheets of SNU Chennai issued by the CoE's office. The credit mapping of such Swayam-NPTEL certification courses is as follows:

| Sl. NO | Swayam-NPTEL<br>Course type | Credit mapping to SNU Chennai<br>courses |
|--------|-----------------------------|------------------------------------------|
| 1      | 12 Weeks                    | 3 credits                                |
| 2      | 8 Weeks                     | 2 credits                                |
| 3      | 4 Weeks                     | 1 credit                                 |

The students may enroll for OLC towards the courses listed under the following three categories, viz.,

| Course Type                         | Remarks                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |
|-------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Value Added Courses</b>          | The Department needs to map specific value-added courses (VAC) to online Swayam-NPTEL courses, allowing students to register with Swayam-NPTEL and take the evaluations conducted by Swayam-NPTEL. For a three-credit course, students are required to participate in the 12-week courses on Swayam-NPTEL, and the grades published by Swayam-NPTEL will be mapped to the curriculum requirements.                                                                                                                                                                                                                                                                                                                                                                                    |
| <b>Waiver Courses</b>               | Students can take extra courses in advance in the earlier semesters to obtain a waiver for the higher semester credit mappings. In such situations, they may register for the Swayam-NPTEL courses and appear for the evaluations conducted by Swayam-NPTEL. For a three-credit course, the students shall appear for the 12-week courses in Swayam-NPTEL, and their grades shall be mapped to our curriculum requirements. The student shall take courses worth a maximum of 6 credits. To avail a waiver of a particular course in the curriculum mentioned in Semester 6, the student must have completed the Swayam-NPTEL certification course in an earlier semester and must have submitted the certification to the student's Class Advisor before registering for Semester 6. |
| <b>Micro specialization courses</b> | A student can choose <b>Micro-Specialization</b> in areas other than economics. These courses must be from Departments other than Economics Department. This would entail taking 3 to 4 courses amounting to additional 12 credits. The requirement for the same are:                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |

|  |                                                                                                                                                                                                                                                                                                                                                                                                        |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|  | <ul style="list-style-type: none"> <li>• The student must have earned a minimum total credits of 126 over the six semesters of the program <b>B. Sc. Economics (Data Science)</b>.</li> <li>• Students will have the option of obtaining a <b>Micro-Specialization Certificate</b> after the successful completion of the required credits/courses in the chosen micro-specialization area.</li> </ul> |
|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

If the Department faculty members are offering courses at SNU Chennai, which are also listed in Swayam-NPTEL, students are expected to attend the courses at the University and appear for the evaluations conducted by the CoE, SNU Chennai, to avail credits to meet the requirements in all of the above three categories.

### 5.5 Summer Internship (SI) / Industrial Training

Every student must undergo Industrial training/internship/field visit in any industry/Research center/Institute/Organization during the Program of studies. The student can start this from the summer vacation after Semester 2. The student must at least earn two credits through the Summer Internship before registering for Semester 6. The credits are awarded as below:

| Duration of Industrial Training/Internship | Credits                    |
|--------------------------------------------|----------------------------|
| 6 - 8 weeks                                | 1 for every<br>3 - 4 weeks |

Upon completion, the student must submit the report to the Head of the Department through their Faculty Advisor. The report may be evaluated by a team of faculty members (at least two) nominated by the Head of the Department. The Placement Cell will also provide the inputs from the institution where the student has interned. Based on the recommendations and evaluation, the student will be awarded credits. The credits earned through this internship or industrial training will count towards the Semester 5 SI course.

If a student earns additional credits through industrial training/Internship after fulfilling the credit requirements outlined in the curriculum for course SI, those credits will be regarded as exceeding the total credit requirement stipulated in the curriculum for the award of the degree. The results will be submitted to the Controller of Examinations with the approval of the Head

of the Department. The grade sheet will reflect satisfactory completion if it is successfully completed. The credits earned through the industrial training/Summer Internship will not be included in the calculation of CGPA.

### **5.6 Industrial Visit**

Starting from the second year of the Program, every student is expected to undergo one industrial visit every year for not more than three days, with the approval of the Head of the Department.

### **5.7 Value-added Courses (VAC) Guidelines**

5.7.1 Students may optionally undergo additional value-added courses on specialized topics offered by experts from industry, other institutions (Academic/Research), or the faculty of a local institution. Every 15-period course will be awarded 1 credit. If the value-added course is theoretical, then the contact hours in a day shall not exceed four periods. The courses shall be conducted without affecting the regular academic schedule.

5.7.2 Students can complete such one-credit courses during the 3<sup>rd</sup> to 6<sup>th</sup> semesters as and when these courses are offered by the departments. Students will also be permitted to register for such one-credit courses offered by other departments provided he/she has fulfilled the pre-requisites (if any) of the courses being offered, subject to approval by both the Heads of the Departments.

5.7.3 The department/course in charge shall conduct one assessment at the end of the course. The Head of the Department shall form a three-member committee to monitor the course progress and recommend grades for the students based on their relative performance. After approval by the head of the department, the results should be sent to the Controller of Examinations.

5.7.4 Students can take a maximum of four one-credit courses during the entire Program duration. A Student can get a waiver from taking one Value Added Course (of Two Credits) stipulated in the curriculum, on successful completion of two 'one-credit' courses, as approved by the Head of the Department.

5.7.5 If a student earns less than two credits, the waiver is not applicable, and the earned credits will be over and above the total credit requirement prescribed in the curriculum for the award of the degree.

## **5.8 Audit Courses**

A student may like to acquire additional knowledge by attending a course but may not be interested in undergoing the normal evaluation process. In such cases, he/she can choose to 'Audit' a course. To audit a course, the student should get the approval from the course instructor and from his/her Head of the Department. To complete the 'Audit' course, the student should earn a minimum of 65% attendance. The student can do 'Audit' courses from the 3<sup>rd</sup> onwards.

## **5.9 Medium of Instruction**

English shall be the medium of instruction and examination, provided that Executive Council shall have the power to conduct any courses or classes, either temporarily or on longer term basis, in other languages. Braille may be used, optionally, for visually impaired students.

## **6. DURATION OF THE PROGRAM**

**6.1** The University will have at least 180 working days.

**6.2** In a year, the Academic Calendar will have 36 weeks of study in a 5-day week. Of the remaining period, 7 weeks may be devoted to administrative activities (such as conduct of examinations etc.), and non-instructional days for co-curricular, sports, college day, etc. The remaining period shall be divided between public holidays and vacations. 7 weeks may be attributed to vacations and 2 weeks may be attributed to various public holidays.

**6.3** The maximum duration for completion of the degree or a diploma program, shall be the normal or minimum duration prescribed for completion of the program by the Academic Council, plus a further two (2) years. In exceptional circumstances a further extension of one more year may be granted by the Academic Council.

**6.4** The enrolment of the student who fails to complete the requirements for awarding a degree in extended duration will be cancelled and no degree or diploma will be awarded.

**6.5** For the purpose of regulations, the academic year will be divided into two semesters, the odd semester normally spanning from June to November and the even semester spanning from December to May.

## **7. COURSE REGISTRATION**

- 7.1** Every student shall register himself/herself for the courses that he/she wishes to pursue in the next semester.
- 7.2** The Head of a Department or Dean of the School will issue the list of courses to be offered during the semester well before the Registration dates specified in the Academic Calendar.
- 7.3** Registration for each semester has to be done on dates notified in the Academic Calendar. It will involve
- Clearance of all dues of the University
  - Properly registering himself/herself with the University
- 7.4** A student who fails to duly register himself/herself will be deemed as an unregistered student and will not be allowed to attend courses or classes or take examinations, even if he/she has paid the fees.
- 7.5** A student must satisfy the pre-requisites, if any, for each course he/she registers for.
- 7.6** A student will not be allowed to do registration if he/she will, by the time of commencement of any course, has exceeded the maximum time permitted by the University, for completion of such course.
- 7.7** A student will not get any credit for a course for which he/she has not registered or has registered without being eligible.
- 7.8** A student must earn the minimum number of total credits specified in the curriculum of the chosen program of study to be eligible to obtain the degree. However, a student can earn more than the minimum number of credits, if he/she wishes. In such cases, the minimum number of credits required for the completion of the program alone would be considered for CGPA calculation.
- 7.9** From 3rd semester onwards, each student must register for all courses indicated in the curriculum of a particular semester (with the facility to drop courses to a maximum of 8 credits). The dropping of courses shall be decided as per the prerequisites in consultation with the Faculty Advisor. The student can also register for courses in which the student had failed in the earlier semesters. In such cases, the student shall do reappearance registration for those courses. Such students are encouraged to attend the classes. In case, if the student has good internal marks and he/she is not able to attend the classes due to valid reasons, the attendance criteria

can be made flexible (at the discretion of the Head of the Department). However, if a student has failed in a professional/open elective, he/she has the option to take up the same or some other subject of the category concerned.

The courses that a student register for in a particular semester may include (i) Courses of the current semester, (ii) The core courses that the student has not cleared in the previous semesters and (iii) Elective courses which the student had failed to clear (either the same elective or a different alternative elective of the same category).

**7.10** The registration for the courses of the 3rd to 6th semesters will commence ten days prior to the commencement of classes of the current semester. The student shall register for the courses with the guidance of his/her Faculty Advisor. The student may also drop courses within five working days of the commencement of the semester concerned and complete the registration process.

**7.11** For an elective to be offered, the department will specify the minimum number of students required (preferably, 20% of the intake for the Program).

**7.12** After registering for a course, a student should attend classes, satisfy attendance requirements, earn continuous assessment and appear for the mid- and end- semester examinations as scheduled.

**7.13 Registration for exams**

A student is expected to register for the exams for each semester by paying the required examination fees for all the courses he/she is intending to credit in that semester. This is a prerequisite for issuing Hall tickets for the semester exams.

**7.13.1 Registration for supplementary exams:**

In case of failure in a course, a supplementary examination for 100 marks will be conducted as a replacement exam for the end semester exam, in the summer of every year to enable the students to reappear for one or more courses as applicable. This will give additional chance for the students to pass the end semester exam of one or more courses as applicable, for any course he/she has failed in the first attempt in the odd and even semesters of the academic year.

Students who wish to apply for supplementary examinations must register and pay

the fees for the same. They will be awarded one grade less than what they score in that examination. One grade reduction will not be applicable to students who secure the minimum passing grade (P grade). The internal assessment and Mid semester marks obtained in the first appearance will be valid for calculation of grade at the end of the supplementary exam.

However, students with genuine reasons for missing the regular end semester exam with prior approval of Dean/Vice Chancellor may be awarded the actual grade.

**\*If the student clears the course at the end of supplementary exam the new grade obtained will be reflected in the grade sheet. Students who do not clear at the end of supplementary exams, will have failure grade reflected in the grade sheet will be treated as an arrear.**

If at the end of the year, after the supplementary exams, the student has 5 or more arrears, he/she will not be able to move into the higher semester but will have to re-register and retake all the pending courses and earn all the three components of assessments.

**Reappearance Registration for the exam is applicable for the following cases:**

- 7.13.2** If a student fails to secure a pass in a course even after supplementary exams, the student shall do reappearance registration in the subsequent semesters. From this reappearance onwards, internal assessment and Mid semester marks secured are no longer valid and the passing requirement shall be 40 % marks and above in the end semester examinations alone i.e. The grade will be calculated based solely on the marks obtained in the end-semester examinations. He/she should continue to register and repeat the course till he/she secures a pass grade.
- 7.13.3** If the course, in which the student has failed, is an elective course, and if the student chooses to opt for the same elective course, then the student shall do reappearance registration in the subsequent semesters whenever it is offered next. In case the course is not offered, the student may opt for any other course that is offered in the relevant elective group.
- 7.13.4** If a student has applied for withdrawal from writing the end-semester examination of a course (theory/laboratory/elective) the student can take the supplementary exam or do reappearance registration for the exam, whenever the exam for this course is

offered next.

The process to be followed **if a student fails in a course or is absent for the end semester exams of the course, is summarised below**

|                                                                       |                                                                                                             |                                                        |                                                                                                                                                      |
|-----------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------|--------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------|
| Step I                                                                | Write Supplementary Exams *                                                                                 | Internal and Mid-semester marks will be retained       | Grade obtained for the course will be reduced by one. Reduction is not applicable in case of students who secure the minimum passing grade (P grade) |
| Step 2 (applicable only if student remains unsuccessful after Step 1) | Student will appear for subsequent reappearance exams (whenever the exam for the course is scheduled next.) | Internal and midsemester marks will not be considered. | Passing requirement shall be 40% marks and above in the end-semester examinations alone                                                              |

**\*Refer to the clause 7.13.1**

#### **7.14 Repeating the Course**

When the Student repeats the course, the student shall register, attend the classes, satisfy the attendance requirements, earn Continuous Assessment and mid semester marks afresh and then appear for the end-semester examinations.

**Repeating the Course is applicable for the following:**

##### **Core courses**

- If a student is prevented from writing the end-semester examination of any

course due to lack of attendance in more than 2 courses (theory/laboratory) in a semester, and if these courses are core courses (theory/laboratory), the student has to register for that course (theory/laboratory) again, when it is offered next, and repeat the course.

- In this case, the student shall attend the classes and fulfil the attendance requirements.

### **Elective Course**

- The student may opt for the same elective and register for that course again, if the course is offered, and repeat the course.
- In case the course is not offered, the student may opt for any other course that is offered in that elective group.

In either case, the student shall attend the classes and fulfil the attendance requirements.

For both core and elective courses, the student with shortage of attendance, can at the discretion of the Department, appear for the end semester exam semester exam for the course whenever it is offered next. The student shall register for a maximum number of courses in a semester as decided as decided by the Department, including the repeat courses.

## ***8. REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION OF A COURSE***

A student who has fulfilled the following conditions shall be deemed to have satisfied the attendance requirements for appearing in the end semester examination of a particular course.

- 8.1** Ideally, every student is expected to attend all periods and earn 100% attendance. However, the student shall secure a minimum of 75% attendance in each of the registered courses, taking into account the number of periods conducted for that course.
- 8.2** A student shall normally be permitted to appear for End semester examination of the course if the student has satisfied the attendance requirements and has registered for examination in those courses of that semester by paying the prescribed fee.

- 8.3** If a student secures attendance between 65% and less than 75% in any course in the current semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Head of the Department concerned and the Physical Director of the University, the student may be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the end semester examination of that course with the approval from the Vice Chancellor. In all such cases, the students should submit the required documents within 1 week of joining after their absence to the Head of the Department through the Faculty advisor.
- 8.4** Students who do not satisfy the attendance requirements and who secure less than 75% attendance (exception on conditions mentioned in 8.3) in a course will not be permitted to write the End-Semester Examination of that course. The student has to register and repeat this course when it is offered next.
- 8.5** In the case of reappearance registration for examination for a course, the attendance requirement is not applicable. However, the student has to register for examination in that course by paying the prescribed fee.
- 8.6** A student who has already appeared for a course in a semester and passed the examination is not entitled to reappear for examination in the same course for improvement of letter grades / marks.

The percentage of attendance for a particular course is calculated as follows:

Percentage of course-wise attendance =

$$\frac{\text{Total No. of periods attended by the student for the course in a semester}}{\text{Total No. of periods conducted by the faculty for the course in a semester}} \times 100$$

## **9. FACULTY (CLASS) ADVISOR**

There shall be a faculty advisor (Class Advisor) for each class and he/she will be associated as faculty advisor for all the years till the students graduate. He / She will be appointed by the Head of the Department concerned. The faculty advisor is the ex-officio member of the Multiple Course Committee. The responsibilities for the class advisor shall be:

- To act as the channel of communication between the Head of the Department and the students of the respective class
- To collect and maintain various statistical details of students

- To help the coordinator of the multiple course committee in planning and conduct of the meetings
- To monitor the academic performance of the students including registration, attendance and to inform the committee
- To attend to the students' welfare activities like awards, medals, scholarships and industrial visits

### **9.1 Faculty Mentor**

To help the students plan their courses of study and for general advice on the academic program, the Head of the Department will attach a certain number of students (Maximum 30) to each Faculty member of the Department. He/she shall function as Faculty Mentor for these students throughout their period of study. The Faculty mentor shall

- Advise the students in registering and reappearances registering of courses
- Monitor their attendance, academic progress and discipline of the students
- Counsel periodically or during the faculty mentor meeting scheduled in the class time table
- Inform the students about the various facilities and activities available to enhance their curricular and co-curricular activities
- Inform the parents about the academic progress of the students in consultation with Faculty Advisor through the Head of the Department

## **10. ACADEMIC COMMITTEES**

### **10.1 Course Committee for Common Courses**

A theory course handled by more than one teacher shall have a "Common Course Committee" comprising of all teachers teaching that course and some students who have registered for that course. There shall be two student representatives from each batch of that course. One of the faculty shall be nominated as Course Coordinator by the Head of the Department concerned.

The first meeting of the Common Course Committee shall be held within fifteen days from the date of commencement of the semester. The components of the continuous assessment and their weightages shall be decided in the first meeting, within the framework of the Regulations.

Two or three subsequent meetings may be held at suitable intervals during the semester. During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to the whole batch.

In addition, the “Common Course Committee” (without the student representatives) shall meet to ensure uniform evaluation of continuous assessments after arriving at a common scheme of evaluation for the assessments.

The Common Committee (without the student representatives) shall prepare a common question paper for the continuous assessment tests also. The question paper for the end-semester examination is common and shall be set by the Course Coordinator in consultation with all the teachers.

## **10.2 Multiple Courses Committee**

The “Multiple Courses Committee” comprises faculty members handling various courses for a class in a semester and student representatives. One of the above faculty members, nominated by the Head of the Department, shall coordinate the activities of this committee. The functions of this committee are similar to that of the common course committee, which are as follows:

The first meeting of the Multiple Courses Committee shall be held within fifteen days from the date of the commencement of the semester. The components of the continuous assessment and their weightages shall be decided in the first meeting, within the framework of the Regulations.

Two or three subsequent meetings may be held at suitable intervals during the semester. During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to all the students.

### **10.3 Performance Assessment Committee**

The Performance Assessment Committee comprises the course coordinators / IQAC representative / course faculty members and Program coordinator nominated by the Head of the Department. The committee shall meet to assess the attainment of Course Outcomes and Program Outcomes, progress and status of the students of the semester concerned at the beginning and end of the semester. The committee can invite Faculty mentors and students as invitees.

## **11. SYSTEM OF EXAMINATION**

**11.1** Performance in each course of study shall be evaluated for a maximum of 100 marks based on one of the following formats:

**11.1.1** Continuous Assessments throughout the semester, mid-semester examination, and End Semester Examination: (theory only):

For Theory courses, the continuous assessment will carry 20 weightage, the mid-semester examination will carry 30 weightage, and End Semester Examinations will carry 50 weightage.

(or)

**11.1.2** Continuous Assessment and End semester evaluation (Applicable to Practical courses):

For these courses, the continuous assessment will have 80 % weightage and the end semester evaluation will have 20% weightage. Appearance in the end semester evaluation is mandatory for award of grades. Pass requirement will be 50%. All the assessments for the lab-based courses will be conducted and evaluated at the Department itself on behalf of the Controller of Examinations.

(or)

**11.1.3** Continuous assessment and End Semester Examination (For One Credit courses only):

For one credit courses continuous assessment will carry 30 % weightage and End Semester Examinations will be conducted out of 50 marks and will have 70% weightage. For workshop/lab-based courses, assessment pattern will follow that depicted in clause 11.1.2 given above. Course coordinator will be conducting the continuous assessments for the theory course and the End Semester Exams on behalf of the Office of the Controller of Exams.

All the assessments for the lab-based courses will be conducted and evaluated at the Department itself on behalf of the Controller of Examinations.

(or)

**11.1.4 Continuous Assessment only (Comprehension /Seminar/Activity based course):**

Comprehension , seminar and other activity based courses are evaluated for 100 marks based only on continuous assessment. Appropriate rubrics shall be formulated and informed in advance to the students.

(or)

**11.1.5 Theory Cum Practical Course Type I (60 % theory + 40% Practical):**

Continuous Assessments throughout the semester + end semester evaluation for practicals, Continuous assessments, Mid Semester and End Semester for the theory part

For Theory-cum-Practical courses, the continuous assessment for the theory part alone will carry 10 marks, mid-semester will carry 20 marks and end semester will carry 30 marks. Mid semester exam will be conducted for 50 marks and converted to 20 and the end semester exams will be conducted for 100 but converted to 30 marks. Practical scores amounting to 40 marks will be assessed as per 11.1.2.

(or)

**11.1.6 Theory Cum Practical Course Type II :**

The continuous assessment will carry 20 % weightage, the mid-semester examination will carry 30% weightage and End-Semester Examinations will carry 50% weightage. Each of these examinations may consist of both theory and practical components depending on the credit composition of the course.

**11.2 Mid–Semester Examinations**

The mid–semester examination (for theory, theory-cum-practical courses) of two-hour duration will be conducted by the Controller of Examinations in September during the odd semesters and in February during the even semesters.

**11.2.1** The mid-semester examination will be for 50 marks.

**11.2.2** Mid-semester examinations will not be conducted for practical subjects.

**11.2.3** The Mid-semester examinations maybe in closed book pattern or based on prescribed open-book materials, handwritten or non-digital notes, or designated research articles. The assessment mode for each course will be decided by the

course coordinator with a prior approval from the Head of the Department obtained at the start of the academic session. This should also be intimated to the Office of the Controller of Exams at the start of the academic session.

**11.2.4** The mid-semester examinations in the open-book pattern may be based on assessment exams conducted in the Learning Management Tool as prescribed by the Department. This assessment mode will be considered based on the course type, by course coordinator with a prior approval from the Head of the Department obtained at the start of the academic session and intimation to the Office of the Controller of Exams. The exam will then be conducted by the Department on behalf of the Controller of Exams.

**11.2.5** Course Content Coverage for Mid-Semester Examination: At least 30% of the course content may be considered for the preparation of assessments or examination papers for the mid-semester examinations.

### **11.3 End-Semester Examinations**

**11.3.1** The end-semester examinations (theory, theory-cum-practical) of three hours' duration will be conducted by the Controller of Examinations between November and December during the odd semesters and between April and May during the even semesters.

All practical examinations will be conducted and evaluated at the Department itself on behalf of the Controller of Examinations.

**11.3.2** The end-semester examinations (theory, theory-cum-practical) will be conducted for a maximum of 100 marks.

**11.3.3** The end-semester examinations may be conducted in closed book pattern or based on prescribed open-book materials, handwritten or non-digital notes, or designated research articles. This assessment mode will be considered based on the course type, faculty with prior approval from the Head of the Department obtained at the start of the academic session and subsequent intimation to the Office of the Controller of Exams

**11.3.4** The end-semester examinations in the open-book pattern may be based on assessment exams conducted in the Learning Management Tool as prescribed by the Department. This assessment mode will be considered based on the course type, faculty with prior approval from the Head of the Department obtained at the start of the academic session and intimation to the Office of the Controller of

Exams. The exam will then be conducted by the Department on behalf of the Controller of Exams.

**11.3.5** The end-semester examination may be based on major project-centric assessment, where the student might be given an individual or group project(s) as an end-semester assessment. The marks awarded shall be based on the course instructors' evaluation of the project.

**11.3.6** As stated earlier in part **11.2.5**, the Course content coverage for mid-semester examinations is set to be approximately 30% of the syllabus prescribed in the curriculum. The end-semester examination question paper/assessment, will cover the full prescribed syllabus. with approximately 70% weightage given to those portions covered after the mid-semester examination.

**11.4** For all practical courses, students shall obtain the bonafide certificate for completion of the record from the Faculty in-charge and the Head of the Department before the day of the practical examinations. Students who have not obtained the bonafide certificate shall not be permitted to appear for the end semester examination.

**11.5** For the project works, students should obtain bonafide certificate for the project work from the project guide and Head of the Department, at the end of the semester. Students who have not obtained the bonafide certificate are not permitted to appear for the project Viva Voce examination. Students who are not able to complete the project work at the end of the semester can apply for extension to the Head of the Department, with the recommendation from the project guide for a period of maximum two months. For those students who extend the project work for two months, Viva Voce will be carried out and results will be declared separately. If the project report is not submitted even beyond the extended time, then students are not eligible to appear for Project Viva Voce Examination.

**11.6** If a student indulges in malpractice in any mid-semester, end-semester examination or internal tests or examinations, he/she will be liable for punitive action as prescribed by the University from time to time.

**11.7** Students should wear the university-issued identity card during the continuous assessment, mid-semester, and end-semester examinations.

## **12 PROCEDURE FOR AWARDING MARKS FOR CONTINUOUS ASSESSMENT**

### **12.1 Theory Courses**

The award of marks for continuous assessment is based on the following:

- Quizzes, assignments, tests, presentations or any assessment mode decided by the faculty for each course.
- Two tests may be conducted as per schedule given in the academic calendar. Duration of the test and their weightages will be decided for each course by the faculty.
- The total continuous assessment marks covering all the different assessment modes will be 20 marks.

### **12.2 Practical Courses**

**12.2.1** All practical courses shall have only continuous assessments and the student shall be evaluated for performance for each experiment/lab session the student attends.

**12.2.2** The total assessment marks shall be awarded as follows:

| <b>Assessment Type</b>                                    | <b>Frequency of assessment</b> | <b>Max Marks</b> | <b>Guidelines</b>                                                                                                              |
|-----------------------------------------------------------|--------------------------------|------------------|--------------------------------------------------------------------------------------------------------------------------------|
| Continuous assessment during every lab session/experiment | Weekly                         | 80               | The marks obtained during evaluation of individual experiments/lab sessions shall be consolidated and given a weightage of 80% |
| Viva Voce/ Practical                                      | End of Semester                | 20               | An oral/written/practical/LMS evaluation may be conducted and shall be given a weightage of 20%                                |

**12.2.3** The student is awarded a grade, if the student secures at least 50% of marks in the consolidated evaluation over 100 marks as per the table in **12.2.2**. However, appearance in the end semester evaluation is mandatory for award of grades.

### **12.3 Theory-cum-Practical Courses**

**12.3.1** There will be continuous assessments, 1 mid-semester and 1 end-semester examination for the theory component.

**12.3.2** The Continuous assessment which comprises only theory part will be conducted as per clause 12.1 and will be converted to 10 marks.

**12.3.3** Mid-semester examination for theory will be for a maximum of 50 marks and rounded off to 20 marks which will also contain only theory part.

**12.3.4** The end-semester theory examination will be for a maximum of 100 marks and rounded off to 30 marks.

**12.3.5** The final end-semester score for grading will also include the continuous assessment and end semester evaluation of practicals conducted as per clause 12.2, converted to 40 marks .

### **12.4 Project Work**

**12.4.1** The Head of the Department will constitute a Evaluation Committee of two faculty members and an external examiner.

**12.4.2** The assessment will be conducted at the end of Project in semester VI by the Evaluation Committee. The student must make a presentation before the Evaluation Committee.

**12.4.3** The total marks obtained in these evaluation shall be out of 100 marks and shall be rounded to the next integer. The Project will carry the specified weightage.

**12.4.4** The project shall be submitted as per the approved guidelines of the University from time to time.

|                           |
|---------------------------|
| <b>Project Assessment</b> |
|---------------------------|

| Examiner                                  | Internal    |            |       | External Examiner |
|-------------------------------------------|-------------|------------|-------|-------------------|
|                                           | Examiner -1 | Examiner-2 | Guide |                   |
| <b>Marks for Project Report</b>           | 10          | 10         | 20    | 25                |
| <b>Marks for the Viva-Voce</b>            | 5           | 5          | 10    | 15                |
| <b>Marks for assessment (Total = 100)</b> | 15          | 15         | 30    | 40                |

**12.4.5** A student may, however, in certain cases, be permitted to work on the project in an Industry/Research organisation on the recommendation of the Head of the Department, with the approval of the Dean/Vice Chancellor. In such cases, the project work shall be jointly supervised by a faculty member (Guide) of the department and an external expert from the relevant field and the student shall be instructed to report the progress periodically and to attend the project reviews for evaluating the progress. These students will produce a certificate of attendance from the Industry/Research organisation where the project was carried out.

**12.4.6** If the project report is not submitted on or before the specified deadline, an extension of time up to a maximum of two months will be given to the students for the submission of project work with due approval obtained from the Head of the Department. However the student will not be awarded the degree, if the whole process of Report submission and Viva Voce is not completed at least 15 days before the approval of the final results.

**12.4.7** The project report will be an original effort by the students and will be checked for plagiarism. If the plagiarism count exceeds 30%, the student will be asked to rework the project report, and the committee may advise a change of project if necessary.

## **12.5 Attendance and Assessment Record**

Every faculty is required to maintain an ‘ATTENDANCE AND ASSESSMENT RECORD’ for every semester which consists of attendance marked in each Theory / Tutorial/Laboratory classes, the assessment marks and the record of class work (topics covered), separately for

each course handled by the instructor. This should be submitted to the Head of the Department periodically (at least three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The Head of the Department will affix his/her signature and date after due verification. At the end of the semester, the Vice Chancellor will affix his/her signature. The course instructor should keep this document in safe custody (for four years) or till the students completes or quits the program. The records of attendance and assessment of both current and previous semesters should be available for inspection.

### **13 ELIGIBILITY FOR PASS IN EACH COURSE**

#### **13.1 Eligibility**

##### **13.1.1 (Theory only courses)**

A student who secures not less than a 40% marks in the end semester examination and also not less than 40% of the total marks (continuous assessment marks + mid-semester examination marks + end-semester examination marks combined in the ratio prescribed in 11.1.1 prescribed for the theory courses) shall be declared to have passed the examination.

##### **13.1.2 (Practical only courses)**

A student who secures not less than 50% of the total marks (continuous assessment marks + end-semester evaluation) shall be declared to have passed the examination. Appearance in the end semester evaluation is mandatory for award of grades.

##### **13.1.3 (Theory+Practical courses -Type I)**

A student who secures not less than 40% of the total marks (continuous assessment marks + mid-semester examination marks +end semester examination marks) prescribed for the theory portion as per 11.1.3 and a minimum of 40% marks in the end semester examination for the theory portion shall be declared to have passed the theory portion of the course. examination. Lab component will be assessed as per 13.1.2. If the student fails in any of the components, he/she needs to reappear for that component alone.

##### **13.1.4 (Theory+ Practical courses -Type II)**

Refer to 13.1.1

### 13.1.5 Continuous assessment only (Comprehension/Project/Activity)

A student who secures minimum 40%, of the total marks in continuous assessment only shall be declared to have passed the examination.

## 13.2 Award of Grades

| Range of Total Marks (TM)<br>(Continuous assessment + End Examinations) | Letter Grade | Grade Point |
|-------------------------------------------------------------------------|--------------|-------------|
| $91 \leq TM \leq 100$                                                   | O            | 10          |
| $81 \leq TM \leq 90$                                                    | A+           | 9           |
| $71 \leq TM \leq 80$                                                    | A            | 8           |
| $61 \leq TM \leq 70$                                                    | B+           | 7           |
| $51 \leq TM \leq 60$                                                    | B            | 6           |
| $41 \leq TM \leq 50$                                                    | P            | 5           |
| $0 \leq TM < 40$                                                        | RA           | 0           |
| Shortage of Attendance                                                  | SA           | -           |
| Withdrawal from End Examination                                         | W            | -           |
| Absent                                                                  | AB           | 0           |
| Audit Course                                                            | AU           | -           |

Note: RA- Re Appear

The Semester Grade Point Average (SGPA) is computed as follows:

$$\text{GPA} = \frac{\left[ \sum (\text{Course Credits}) \times \text{Grade point} \right] \text{ for all courses registered in that semester}}{\left[ \sum \text{Course Credits} \right] \text{ for all courses registered in that semester}}$$

The CGPA is computed as follows:

$$\text{CGPA} = \frac{\left[ \sum (\text{Course Credits}) \times \text{Grade point} \right] \text{ for all courses registered from first semester onwards}}{\left[ \sum \text{Course Credits} \right] \text{ for all courses registered from first semester onwards}}$$

Whenever a student reappears for a course in which he/she has been awarded 'RA' or 'AB' grade, the CGPA computation shall be done based only on completed credits and shall not include unsuccessful attempts.

### **13.3 Provision for Personal Observation and Revaluation of End Semester Answer-Scripts**

In case of any conflict, the student may request for personal observation of his/her answer scripts through the department. The answer scripts of end-semester theory examinations can then be observed in the presence of the faculty members and representatives of Office of the Controller of exams as per the guidelines issued by the Office of the Controller of Exams.

In case of exams conducted through Learning Management Systems, the student may observe the responses in the system in presence of concerned faculty/Head of the Department.

If necessary, these students can further apply for revaluation of the answer scripts of end-semester theory examinations on payment of a prescribed fee.

Revaluation is not permitted for practical courses, mini-project, seminar, comprehension, and project work.

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### **13.4 Deficient Students**

A deficient student is one who has either not registered himself/herself or has registered but not completed successfully one or more courses of the previous semester(s) or has a CGPA less than the minimum CGPA of 6.0 required for the award of a Degree.

## **14. PROVISION OF A SCRIBE**

The University will provide for a scribe to students who are in genuine need as per the guidelines issued by the Government of Tamil Nadu.

## **15. ISSUE OF GRADE SHEET**

The Grade sheets will be issued, through the Department, every semester after the publication of results and a consolidated grade sheet will be issued after the successful completion of all courses and becoming eligible for the award of degree.

## **16. ELIGIBILITY FOR THE AWARD OF DEGREE**

**16.1** A student shall be declared to be eligible for the award of the degree if he/she has satisfied the following:

- A student seeking B. Sc. Economics (Data Science) Degree/ B. Sc. Economics (Data Science) (Hons.) Degree shall be required to undergo the prescribed

courses of study and evaluation in the University for the specified duration and to pass all the examinations prescribed, therefore with a minimum CGPA of 6.000.

- He/she should register for all the courses prescribed in the curriculum of the respective degree program and earn the minimum number of credits specified in the curriculum of the chosen program of study.
- No disciplinary action is pending against the student.

## **16.2 Convocation**

For the purpose of conferring degrees and other distinctions of the University, Convocation will be held annually on such date as may be fixed by the Chancellor of the University.

## **17. CLASSIFICATION OF THE DEGREE AWARDED**

### **17.1 First Class with Distinction**

A student who satisfies the following conditions shall be declared to have passed the examination in First class with Distinction:

- Should have passed the examination in all the courses of all the six semesters in the student's First Appearance within three years
- Withdrawal from examination (vide Clause 19) will not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50.
- Should NOT have been prevented from writing the end semester examination due to lack of attendance in any semester.

### **17.2 First Class**

A student who satisfies the following conditions shall be declared to have passed the examination in First class:

- Should have passed the examination in all the courses of all six semesters within three years
- One-year authorized break of study (if availed of) or prevention from writing the End Semester examination due to lack of attendance (if applicable) is included in the duration of five years for award of First class.
- Should have secured a CGPA of not less than 7.00

### **17.3 Second Class**

All other students who qualify for the award of the degree with a minimum CGPA of 6.00 shall be declared to have passed the examination in Second Class.

- 17.4** A student who is absent in the end semester examination in a course / project work after having registered for the same shall be considered to have appeared in that examination for the purpose of classification.

### **18 PROVISION FOR AUTHORISED BREAK OF STUDY**

- 18.1** A student is normally not permitted to break the study temporarily. However, if a student intends to temporarily discontinue the program (not more than a year at a single spell) during the Semester for valid reasons (such as accident or hospitalization due to prolonged ill health) and to re-join the program, he/she shall apply in advance to the Dean/ Vice Chancellor, through the Head of the Department stating the reasons, in any case, not later than last working day, provided he/she fulfils the requirement in clause 7.
- 18.2** The student who is permitted to re-join the program after the break shall be governed by the curricula and regulations in force at the time of re-joining.
- 18.3** The authorized break of study will not be counted for the purpose of classification of award of degree.
- 18.4** The total period for completion of the program reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 6.3 irrespective of the period of break of study in order that he/she may be eligible for the award of the Degree.
- 18.5** If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' and the clause 18.3 is not applicable in this case.
- 18.6** If the student has not reported back to the department, after the break of study, his/her name shall be deleted permanently from the college enrolment. Such students are not entitled to seek readmission to the University under any circumstances.

## **19. PROVISION FOR WITHDRAWAL FROM THE END SEMESTER EXAMINATIONS**

- 19.1** A student may be permitted to withdraw from appearing for the end semester examination in any course or courses for valid reasons (medically unfit / unexpected family situations / sports approved by the Physical Director and HOD). This privilege can be availed ONLY ONCE during the entire program. Valid documents, for medically unfit / unexpected family situations, shall be submitted by the student within seven days before the commencement of the examination in that course or courses and recommended by the Head of the Department and approved by the Vice Chancellor with intimation to Controller of Examinations.
- 19.2** Notwithstanding the requirement of mandatory seven-day-notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 19.3** Those students who withdraw from any course or courses during the program are eligible for the award of first class and first class with distinction as per the requirement in this regard. However, he/she is not eligible for the award of ranking.
- 19.4** Withdrawal is not permitted to the student who has not satisfied the conditions prescribed in clause 7 as requirements for appearing in the end semester examination.
- 19.5** Withdrawal is permitted for the end semester examinations in the final semester, only if the period of study of the student concerned, does not exceed 4 years.
- 19.6** The final approval for withdrawal will depend on the merit of the case and will be decided by the Vice Chancellor.

## **20. MIGRATION OF STUDENTS FROM OTHER UNIVERSITIES**

In the event of students from other universities seeking admission to Shiv Nadar University Chennai, the 'Migration Committee' should receive the course equivalency certificate and credit transfer from the previous University where the student studied earlier. After rigorous processing of the applications and validating the eligibility, the Committee may recommend migration.

## **21. DISCIPLINE**

- 21.1** Every student is required to observe discipline and decorous behavior both inside and outside the University and not indulge in any activity which will bring down the prestige and reputation of the University.

- 21.2** In the event of an act of indiscipline being reported, the Vice Chancellor shall constitute a disciplinary committee to enquire into act of indiscipline.
- 21.3** If a student indulges in malpractice in any of the end semester examination / continuous assessment tests including the mid-semester exams, he/she shall be liable for punitive action as prescribed by the University from time to time.
- 21.4** Ragging is prohibited and the University has zero tolerance for this offence. Punitive actions will be taken against the students who indulge in ragging as per the Government norms.

## ***22. REVISION OF REGULATIONS AND CURRICULUM***

The Academic council reserves the right to revise or change or amend the regulations, the scheme of examinations, the curriculum and the syllabi from time to time if deemed necessary.

## ***23. SPECIAL CASES***

In the event of any clarifications in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The Standing Committee will offer suitable interpretations / clarifications / amendments required for special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council is final.

The Vice Chancellor is authorized to make exceptions to the above regulations based on the merit of the case. All such exceptions will have to be ratified at the next meeting of the Academic Council.

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