

**CHAPTER III**

**RULES APPLICABLE TO BACHELOR OF TECHNOLOGY (B.Tech)/BACHELOR OF PHARMACEUTICAL TECHNOLOGY (B.Pharm)/BACHELOR OF ARCHITECTURE (B.Arch)/BACHELOR OF OPTOMETRY (B.OPTM)/BACHELOR OF HOTEL MANAGEMENT (BHM) AND OTHER FOUR YEAR DEGREE PROGRAMME**

**1. Introduction:**

1.1 The provisions of these regulations shall be effective for B.Tech/B.Pharm/B.Arch/B.OPTM/BHM degree programmes offered by institutions/colleges affiliated to the West Bengal University of Technology.

1.2 These regulations shall also be applicable to a new B.Tech Degree programme that may be offered by institutions/colleges affiliated/to be affiliated to the West Bengal University of Technology, and also other first degree technology and four year Bachelor level programme started by the University through its affiliated institutions subsequently.

1.3 B.Tech / B.Pharm / B.Arch / B.OPTM / BHM Degree programme shall be offered in institutions/colleges affiliated to the West Bengal University of Technology in any of the following disciplines as per affiliation accorded by the University:

<u>Programme</u>	<u>Departmental Subject Code</u>
Architecture and Urban Planning	(AR)
Bio-Technology	(BT)
B.Optomety	(BO)

Ceramic Technology	(CT)
Chemical Engineering	(CHE)
Civil Engineering	(CE)
Computer Science & Engineering	(CS)
Electrical Engineering	(EE)
Electronics & Communication Engineering	(EC)
Electronics & Instrumentation Engineering	(EI)
Hotel Management	(HM)
Information Technology	(IT)
Jute & Fibre Technology	(FT)
Leather Technology	(LT)
Mechanical Engineering	(ME)
Pharmaceutical Technology	(PT)
Power Engineering	(PRE)
Production Engineering	(PE)
Textile Technology	(TT)
Marine Engineering	(MRE)

and any other discipline that may be approved by the West Bengal University of Technology from time to time.

## **2. Duration of Curriculum**

- a. B.Tech/B.Pharm/ B.OPTM /BHM Programme shall be of four years and B.Arch of five years duration.
- b. Curricula for the first two semesters of the B.Tech degree programme shall be common to all branches of Engineering and Technology, with a built-in provision for interchanging a few subjects between the two semesters in order to balance teaching loads in some departments. This commonality shall not, however, be extended to B.OPTM, B.Pharm and B.Arch programme.

**3. Eligibility for Admission:**

- 3.1 All admissions to the B.Tech/B.Pharm/B.Arch programme shall be made only on the basis of merit in the West Bengal Joint Entrance test, excepting for N.R.I/ F.N. students. For each course, 95% of the sanctioned intake shall be filled in from the merit list of the West Bengal Joint Entrance Test, including all categories of students, the remaining 5% being allotted for Non-Resident Indian/Foreign National students.

A candidate who has passed the Higher Secondary (10 + 2) examination in general or vocational stream of the West Bengal Council of Higher Secondary Education or an equivalent examination of any University/Board, with English shall be eligible for admission to the first semester programme of B.OPTM. For admission to the B.OPTM. programme, the candidate must additionally have offered Mathematics and or Biology in his qualifying examination.

In all the above cases the candidate shall be required to satisfy the norms prescribed for medical fitness criterion.

Admission to B.Tech/B.Pharm/B.Arch/B.OPTM/BHM programme shall ordinarily close after twenty days from the date of commencement of the first semester instruction, as notified by the University in its calendar.

- 3.2 A student may be allowed a change of branch in an institution/college after completion of course requirements for the first and second semesters, subject to availability of seats in a programme. The selection shall be on the basis of merit assessed through the combined results of the first and second semester examinations declared in the form of YGPA at the end of the first year. This is an incentive to meritorious students securing a YGPA of 8.5 or more. The change of branch shall be accorded to only such students who have cleared all examination items of both semesters in first attempt, in examinations held during academic

session of his first admission to the course. Change of branch may be accorded subject to the condition that the consequent total student strength in the 'gainer' programme shall not exceed by 10% of the approved seats and the net student strength in the 'loser' programme shall not deplete by more than 10% of the actual student strength existing on the rolls prior to the change during the process. Institutional decision on the matter shall be final. The change of branch facility shall not be available to B.OPTM, B.Pharm and B.Arch students.

**No inter college transfer shall be allowed after the expiry of the last day of admission**

Under extraordinary circumstances however the University may transfer students from one affiliated institution/college to another in the same programme at any time during the continuation of the programme, without assigning any reason for the same.

3.3 Polytechnic diploma holders in different disciplines of the State shall be eligible for admission to degree courses in Engineering and Technological colleges in the State affiliated to this University in 2<sup>nd</sup> year 3<sup>rd</sup> semester level against seats in addition to the sanctioned intake at 1<sup>st</sup> yr. level, limited to a maximum of 10% of sanctioned intake reserved for such students under following terms and conditions for such admission :

- i) Such diploma holders should have been bonafide students of West Bengal and also permanent resident of this State at least for 10 years.
- ii) Such diploma holders should have passed diploma course from an AICTE approved polytechnic of the State of West Bengal.
- iii) Diploma holders with minimum 60% marks in the relevant discipline will be eligible for admission to degree courses.

- iv) A diploma holder will be admitted to degree course in Engineering in respect of the discipline in which diploma is awarded (in case of Information Technology degree course, a diploma in Computer Engineering also will be eligible).
- v) Admission of the diploma holders to the degree courses will be done strictly in order of merit in a State level admission test.

#### **4. Rules for examinations**

4.1 Each discipline of the B.Tech/B.Pharm/B.Arch/ B.Optom programme consists of the following three types of items:

- Theory items
- Practical items
- Sessional items

The schedule of these items along with their credit points for each semester shall be as per para 5.

- 4.2 At the end of each semester, there shall be an examination (here-in-after called end-semester examination) conducted by the University as per programme announced by the Controller of Examinations.
- 4.3 Back paper examinations, if any, shall be held with the normal end-semester examination.
- 4.4 There shall be no separate supplementary examination under normal condition for I/II/III year B.Tech/B.Pharm students (I/II/III/IV year B.Arch students). For the purpose of degree only supplementary examination for both 7<sup>th</sup> and 8<sup>th</sup> semester (9<sup>th</sup> and 10<sup>th</sup> semesters for B.Arch programme) shall be held within one month of the publication of final semester examination results.

5. Evaluation of course items

The evaluation of course items listed in para 4.1 shall be done as per the following guidelines:

(A) Theory Items

Each item under this classification shall be evaluated on the basis of 100 percentage points, sub-divided into the following four categories:

- a) End-Semester examination: 70 points

Operational Guidelines:

- i. A group of examiners drawn from the affiliated institutions/colleges shall be appointed by the University for each theory subject.
- ii. A 'Subject Examination Committee' consisting of an Expert Member from outside the affiliated institutions/colleges, a senior faculty from an affiliated institution and a faculty actually conducting the course shall be constituted by the University for each theory subject and duly ratified by the Advisory Committee/Academic Council. The Subject Examination Committee shall ensure uniformity in grading through spot/random checking, especially for candidates with very high grades/very low grades.
- iii. The University shall follow a centralized evaluation system.
- iv. Correction/Evaluation of scripts shall be completed and award list submitted within a reasonable time after the completion of the examination as decided by the University.

v. The entire evaluation work shall be completed within a reasonable time after the completion of the examination as decided by the University.

b) Course tests/class tests: 15 points

Operatioal Guidelines:

- i. Three tests shall ordinarily be conducted, as far as possible, at near-identical intervals by the course teacher. The best two performances shall only be considered for final reckoning.
- ii. The Director/Head of the Department shall ordinarily set the test schedule and announce test dates as per University calendar.
- iii. Test scripts shall be corrected/evaluated within seven days of actual conduct of test and the solutions discussed in the class. During the discussions the students shall have access to the corrected scripts. The final award list for each test shall be put on the notice board within the next two days and copies communicated to the Director/Principal for record.
- iv. The process shall be repeated for each test.

c) Quizzes and Assignments: 10 points

Operational Guidelines:

At least 3 to 4 unannounced quizzes shall be conducted by the course teacher during the lecture/tutorial class and suitable number of home assignments shall be insisted upon. The course teacher shall be solely responsible for final award under this category.

- d) Attendance regularity and participation: 5 points

Operational Guidelines

The award under this category shall be the sole prerogative of the Course teacher. Whereas attendance/regularity in a class is factual, assessment about participation is subjective. The idea is to encourage teacher/student interaction in Conduct of Courses and discourage one-way communication.

The Course teacher shall finalise the award of a student (out of 30, comprising b), c) and d) and communicate the award list to the University (Controller of Examinations' unit) under sealed cover, with a sealed copy to the Director/Principal of the Institute for records and reference under unforeseen emergency only). The Director/Principal shall not alter the award without the consent of the course teacher unless there are serious disciplinary charges. Any such action may be initiated only after receiving consent of the University. However, errant teachers shall be monitored and penalized by the Director/Principal.

(B) Practical Items

Every Item in this category shall be evaluated out of 100 percentage points, divided under two broad categories as detailed below:

- a) End Semester examination: 60 percentage points

Operational Guidelines:

- i. There shall be an End Semester Examination in each laboratory item, ordinarily with an external examiner present. The evaluation may be done based on:



- Organization of the experiment
- Actual data generated and the actual conduct of the experiment assigned.
- Data analysis/Synthesis and Conclusions etc.
- A comprehensive Viva – Voce seeking general awareness of the lab subject.

The relative emphasis shall be left to the external examiner & the Course teacher jointly.

- ii. The award shall be finalized immediately by the Course teacher and the external examiner, if any, jointly and submitted in sealed cover to the University (COE's unit) along with all materials used by students during examination.
- b) Laboratory Sessionals : 40 percentage points.

Operational Guidelines

- i. The Course teacher shall be the sole authority for finalizing award under this item.
- ii. He shall divide the points under the following guidelines:

• Attendance and regularity	5 points
• Preparedness for conduct of experiment	10 points
• Initiative to learn and interact	10 points
• Presentation of lab report, its regularity in submission and content	15 points
- iii. The Course teacher shall finalize the award (out of 40 points) before the end – Semester examination and communicate the same under sealed cover to the University (COE's unit), with a sealed copy to the

Director/Principal of the Institution/college for record only.

(C) Sessional Items (Out of 100 percentage points)

Explanation & Operational Guidelines

Sessional items are those where, either the formal institutional contact hours are not specified, (viz. Practical Training, Extra/Co-curricular participation), or there are no formal end Semester examination of the written kind, (viz. Comprehensive Viva-Voce, Seminar, Industrial Visits, etc.). For all items under these categories, the evaluation shall be done internally through an Institutional/Departmental Committee, appointed by the Departmental Head and duly endorsed by the Director/Principal.

The norms for assessment for sessional items may vary from item to item. A broad guideline is suggested:

- i. For items which are conducted outside the institutions viz. Practical Training, Co-curricular/Extra-curricular participation, Industrial Visits, etc. – assessment may be made on the basis of Item Supervisor's assessment, report submitted by the student, if any, participation & attendance, and Viva-Voce conducted by an Institutional/Departmental Committee, constituted by the department Head and duly ratified by the Director/Principal.
- ii. Items conducted in the dept./institution/college viz. Seminar, Comprehensive Viva Voce – shall be evaluated by a Teacher's Assessment Committee constituted by the Department and ratified by the Director/Principal, based on participation and attendance in the course, comprehension of other seminars by fellow students, presentation and content

of seminar presented, capability to address to questions by participants.

The award list for this item shall be finalized by all the members of the Teachers' Assessment Committee before the starting of the end-semester theory/practical examinations, and shall be communicated to the University (COE's unit) under sealed cover, with a sealed copy to the Director/Principal for record only.

- iii. A student failing in a sessional item shall be required to repeat the semester as a regular student and shall not be eligible for carry-over promotion.

## **6 Declaration of result, promotions and grading system:**

6.1 In order to pass the B.Tech/B.Pharm/B.Arch/B.OPTM/BHM programme course a candidate must obtain at least D grades in each of the Theory, practical and Sessional items and a DGPA of 6.0 Part 4, Chapter II, Section 5.2.

The promotional status shall be indicated on the even semester credit card/sheet as per details indicated in Part 2, Chapter I.

6.2 A candidate shall be eligible for promotion to the next higher level if he:

- i. has cleared ALL course items of earlier semesters individually
- ii. has not been able to clear upto a maximum of 4 course items (counting ALL ITEMS for the two semesters of the level as units with each SGPA as an item) but has maintained an YGPA of 5 or above.

- iii. has no backlogs at any stage below the present level from which the promotion is sought.
- iv. has been a bona fide Regular student/Ex-student at the present level and is duly registered as such in the University and Institution under permission of the Director/Principal concerned.
- v. has not been involved in breach of discipline or has not been time barred due to non-completion of the course within the time limit fixed for the purpose.
- vi. has not been temporarily suspended/suspended for a specified period by the University/institution and has not been denied the privileges of a Regular student/Ex-student at the time when admissions to higher levels is in progress.

Candidates debarred under stipulations 6.2.(ii) to 6.2 (vi) shall have to apply for permission for admission to the higher level and obtain the same from the director/principal of concerned institution before registration.

The university shall publish a list of all successful candidates of each of the semester examinations within a reasonable time (one month) from the date of the last examination.

### **6.3 The Grading system:**

Notwithstanding anything contained in Part 2 Chapter I of these rules, a student of B.Tech/B.Pharm/B.Arch/B.OPTOM/BHM/other four year programme shall, at the end of his programme receive his grade card for the programme only in the form of a DGPA according to