

**MAHATMA GANDHI
UNIVERSITY
KOTTAYAM**



**MASTER OF COMPUTER APPLICATIONS
REGULAR (2 YEARS)**

**SCHEME, SYLLABUS & REGULATIONS
FOR
AFFILIATED COLLEGES
(FROM 2020 ADMISSION ONWARDS)**

Board of Studies in Computer Application- P.G

No	Name	Designation and Address	Position
1	Smt.Leena C Sekhar	HOD, Asso. Professor, MES College, Marampally	Chairman
2	Smt.Shereena V B	Asst.Professor, MES College, Marampally	Member
3	Smt.Bindhu Prabha	Asst. Professor, SAS SNDP Yogam College, Konni	Member
4	Dr.Ajitha R S	Asso. Professor, NSS CoNege, Rajakumari	Member
5	Smt.Simi M	Asst. Professor, SAS SNDP Yogam College, Konni	Member
6	Smt.Saumya M R	Asst. Professor, Sree Sankara College, Kalady	Member
7	Shri.John Varghese P	Asst. Professor, K. E College, Mannanam	Member
8	Dr.Binu Thomas	Asst. Professor, Marian College, Kuttikanam	Member
9	Shri.Rajesh N	Asst. Professor, SAS SNDP Yogam College, Konni	Member
10	Dr.Rajimol A	Asso. Professor, Marian College, Kuttikanam	Member
11	Shri.Thomas T Monoth	Asst. Professor, Mary Matha College, Mananthavady	Member

Regulations for Master of Computer Applications (MCA) Programme

The aim of the MCA programme is to impart innovation oriented education to students and to provide a globally recognized academic environment through industry - academia collaborations, digital learning and state of the art skill development.

The objective of the MCA programme is to enable the students to have a holistic approach to become a thorough professional in the field of IT. Students are trained to have a sound foundation in the fundamentals of computer technology, a high level of practical skill in the use of that technology and at the same time to be sensitive to the issues prevailing in the society.

1. NOMENCLATURE OF THE PROGRAMME:

Master of Computer Applications (MCA)

2. NATURE OF THE PROGRAMME

Master of Computer Applications (MCA) is a two year full time Post Graduate programme offered under credit semester system. The revised curriculum of MCA will come into effect from the Academic Year 2020-21 onwards. Utmost importance has been given to the learning outcomes and development of managerial acumen among the participants.

3. MEDIUM OF INSTRUCTION AND ASSESSMENT

English

4. FACULTY UNDER WHICH THE DEGREE IS AWARDED

Faculty of Technology and Applied Sciences

5. DURATION OF THE COURSE

The course shall extend over a period of two academic years consisting of four semesters.

6. OBJECTIVES OF MCA PROGRAMME

6.1 Programme Educational Objectives (PEOs)

The graduate will:

- PEO1:** Evolve as globally competent professionals possessing integrative skills for developing innovative solutions in multidisciplinary domains.
- PEO2:** Adapt themselves to lifelong learning through proficient activities on latest technology trends needed for a successful career.
- PEO3:** Formulate themselves with Ethical Attitude, Effective Communication Skills and admit as committed empathetic citizens towards the requirements of the society.
- PEO4:** Develop ability to demonstrate team work with the flexibility of analytical reasoning for solving time critical problems and robust human values for responsible professionals.
- PEO5:** Become an entrepreneur who can provide solutions and develop software products for enterprise needs.
- PEO6:** Gain versatile knowledge through real-time projects, workshops and seminars and provide a sustainable competitive approach R&D and meeting industry needs.
- PEO7:** Comprehend cross cultural, societal, professional, legal and ethical issues prevailing in the Industry.

6.2 Programme Outcomes (POs)

At the end of the Programme, graduating students/graduates will be able to:

PO1 : Communicate Effectively:

Incúlcate effective communication skills combined with professional & ethical attitude with the computing community and also the society by comprehending and writing effective reports and documentation, making effective presentations and providing and receiving clear instructions.

PO2 : Individual & Team Work:

Function effectively in diverse teams as team leader and team member on multidisciplinary projects to demonstrate computing and management skills.

PO3 : Problem Analysis:

Identify, critically analyze and formulate complex problems in multidisciplinary domains reaching substantiated conclusions using first principles of Mathematics, Sciences and Engineering.

PO4 : Computational Knowledge:

Relate & apply fundamental knowledge of computing technology and relevant domains for the conceptualization of models from defined problems appropriate to the discipline.

PO5 : Design and Development of Solution:

Design, implement and evaluate complex business scenarios and contemporary issues into desired needs based solutions with a passion for quality, competency and holistic approach.

PO6 : Solving Complex Computing Problems:

Use problem solving skills including design of experiments, analysis and interpretation of information and synthesis of the knowledge to unravel multifaceted industrial problems.

PO7 : Modern Tool Usage: Create, select and apply appropriate skills, techniques, resources and modern engineering tools to solve social, cultural and industrial issues with global standards.

PO8 : Research and Lifelong Learning:

Engage in continuous learning as an expert by applying research based knowledge and methodologies to design, analyze and interpret data for finding the Solutions for complex problems by applying modern technological tools.

PO9 : Project Management and Finance:

Demonstrate knowledge and understanding of the engineering and management principles with computing skills to manage and estimate projects in multidisciplinary environments.

PO10 : Entrepreneurship:

Find out the right opportunity for the utilization of innovative ideas and entrepreneurship to make value and wealth for the betterment of the individual and the society at large.

PO11 : Social, Cultural, Environmental, Legal and Ethical Concern(s):

Recognize environmental, social, cultural, legal, ethical and cyber issues involved in the use of technology and other consequential responsibilities relevant to professional practice with an understanding of green environment initiative.

6.3 Programme Specific Outcomes (PSOs)

PSO1: Solidify foundation of mathematics, computer science and problem solving methodologies for effective implementation in real life applications.

PSO2: Familiarize students about principles of Software Engineering and Project Management with appropriate data modeling concepts and latest technologies.

PSO3: Use of recent technologies, skills and knowledge for the design and development of applications in the computing discipline.

PSO4: Inculcate employability and entrepreneurship skills among students who can contribute innovative and advanced solutions for the important life problems.

PSO5: Understand the concepts of Network and communication technologies, social network and other related aspects.

6.4 Mapping of PO, PSO to PEO

	PEO1	PEO2	PEO3	PEO4	PEO5	PEO6	PEO7
PO1	✓		✓	✓			✓
PO2	✓			✓		✓	
PO3	✓			✓	✓		
PO4	✓			✓		✓	
PO5	✓			✓		✓	
PO6	✓			✓		✓	
PO7		✓				✓	
PO8		✓				✓	
PO9					✓	✓	
PO10					✓	✓	✓
PO11			✓	✓			✓
PSO1	✓			✓		✓	
PSO2		✓				✓	
PSO3	✓	✓		✓		✓	
PSO4	✓				✓	✓	
PSO5			✓		✓		

7. ELIGIBILITY FOR ADMISSION

- i) A candidate seeking admission to MCA course must have

A pass with not less than 50% marks in any recognized Regular Bachelors Degree of minimum three years duration in any discipline with Mathematics at plus two level OR at Graduation level with Mathematical Science(Mathematics /Statistics /Computer Science / Operation Research /Quantitative Techniques) as one of the Subjects.

OR

A pass with not less than 50% marks in BCA/BSc.Computer Science/ BSc. Information Technology/ B.Tech. from a recognized University.

OR

Candidates with such degrees awarded by the Mahatma Gandhi University or any other degree recognized as equivalent to the above listed courses by the Mahatma Gandhi University also are eligible to apply.

- ii) Relaxation in eligibility and minimum marks of the qualifying examination are subject to the respective regulation and existing rules of Mahatma Gandhi University.
- iii) Candidates who have passed the qualifying examination with more than one chance will have their percentage marks derated at the rate of 5% for every additional appearance for the purpose of ranking

Reservation of seats shall be as per rules prescribed in the relevant rules by the Directorate of Technical Education, Government of Kerala and Mahatma Gandhi University from time to time.

8. ADMISSION PROCEDURE

The admission procedure in the affiliated colleges shall be on the norms stipulated by Government of Kerala, the Admission Supervisory Committee (ASC) and Mahatma Gandhi University. All affiliated colleges are required to prepare the prospectus and **share the seats** in accordance with the approved norms of Mahatma Gandhi University.

Admission to Government Quota is through the allotment process based on the Kerala MCA Entrance rank list. The affiliated college can make admission to seats under Management Quota stipulating to the norms by ASC and the University.

Admission is strictly on the basis of merit as determined by the entrance examination and Personal Interview conducted at the institution level. The rank list shall be prepared by affiliated colleges on the basis of sum of following components:

Component	Marks
Score in the Entrance Examination	70%
Marks in the Qualifying examinations	20%
Personal Interview	10%
Total	100%

Note: The Reservation Rules are applicable as per Government and University norms in all the affiliated Colleges.

9. PROGRAMME STRUCTURE

As per National Policy and academic practices, the University has adopted a Credit Semester system for MCA programme with effect from Academic Year 2020-21. The number of credits earned by the students reflects their level of proficiency attained in the intended outcomes of the course. The curriculum comprises of courses at different levels:

- Bridge Courses (for students from non-IT background) (No Credits)
- Core Courses
- Employability Training Course
- Courses of Independent Study

The curriculum offers 26 courses with a total credit of 90.

Bridge Course: It is imperative to provide a bridge course for the MCA aspirants from streams other than BSc CS and BCA. For the Bridging Programme, a maximum of 40 hours is allotted. Seven courses with a specific number of hours allotted for completion are given in the detailed syllabus. All affiliated colleges are required to complete the course within the stipulated time and conduct the exam. The Principal /Director/Head of the Department shall ensure the completion of the bridge course before the candidate applies for the first semester exam.

Core Courses: Core courses comprises 13 theory papers, 7 practical papers, Mini Project ,Seminar, Main Project & Course Viva. Two courses in Semester 3 are elective each having 4 options.

Employability Skill Training Course: Two courses of one credit each are included for Employability Skill Training with an aim to enhance aptitude and reasoning ability of students that will make them capable of securing a job with any recruiter.

Seminar: The Seminar paper included in Semester 4 is intended to make students aware of the Current /Future trends related to Information Technology/ Computer Science/ Computer Application. Students should do a detailed study on the topic approved by the guide and present it before the evaluation committee. The Seminar is evaluated internally by the College and hence the class average marks collectively should not exceed 80%.

Project: As part of the curriculum, all students will have to carry out a Mini Project in the third semester and a Main Project in the fourth semester. Plagiarism would not be accepted under any circumstances. A faculty will be assigned as a guide for each student. The Guide should be a person having at least 3 years of Academic / Industry experience and should be from the Computer Science or IT background.

Course Viva: A Viva-Voce Examination will be conducted in the 4th Semester which is a comprehensive evaluation of what has been learned through the entire MCA programme. Students will be evaluated through all core subjects of the MCA programme.

Courses of Independent study: Students will have to complete an online certification course related to IT and approved by AICTE/UGC/ MG University by the end of semester 3. The purpose of the course is to encourage self-learning among students. The certificate should be presented before the examiners during the Course Viva and 25 % mark of Course Viva is set apart for the same.

10. SCHEME OF THE PROGRAMME

Coding Structure : CT - Course Theory, CP - Course Practical, ET - Elective ,CS- Course Seminar, CV-Course Viva

Sem ester	Course Code	Course Name	No of hours / week		Marks		No. of Credits	Total Credit
			L	P	Internal	External		
I	MCACT101	Mathematical & Statistical foundation for Computer Applications	4	-	25	75	4	25
	MCACT102	Digital Logic & Computer Organization	4	-	25	75	4	
	MCACT103	Structured programming in C	4	-	25	75	4	
	MCACT104	Software Engineering and Object oriented modeling	4	-	25	75	4	
	MCACT105	Database technology and NoSql	4	-	25	75	4	
	MCACP106	Database technology Lab (Mysql & Mongoddb)	-	4	25	75	2	
	MCACP107	Software Development Lab- I (C programming)	-	4	25	75	2	
	MCACT108	Employability Skill Training - Phase 1	2	-	50		1	
II	MCACT201	Optimization Techniques for Computer Applications	4	-	25	75	4	23
	MCACT202	Data structures and Algorithm Analysis	4	-	25	75	4	
	MCACT203	Computer Networking with TCP/IP	4	-	25	75	4	
	MCACT204	Data Science & Big data Analysis	4	-	25	75	4	
	MCACP205	Object oriented Lab (Java Lab)	-	6	25	75	3	
	MCACP206	Software development lab-II (PHP)	-	4	25	75	2	
	MCACP 207	Data structures Lab using C	-	4	25	75	2	
III	MCACT301	Machine Learning Techniques	4	-	25	75	4	23
	MCACT302	Cyber Forensics	4	-	25	75	4	
	MCA303ET	Elective 1	4	-	25	75	4	

	MCA304ET	Elective 2	4	-	25	75	4	
	MCACP305	Python Programming for Data Science	-	4	25	75	2	
	MCACP306	Advance Operating System Lab using Linux	-	4	25	75	2	
	MCACP307	Mini Project	-	4	100	-	2	
	MCACT308	Employability Skill Training-Phase 2	2	-	50		1	
IV	MCACS401	Seminar	3		50		2	19
	MCACP402	Main Project		27	150	150	12	
	MCACV403	Course Viva		-	-	100	5	
Total Credit							90	90

Details of Electives proposed

Elective 1		Elective 2	
MCA303ET1	Artificial Intelligence	MCA304ET1	Cloud computing
MCA303ET2	Enterprise Resource Planning	MCA304ET2	Cryptography and Network Security
MCA303ET3	Computer Graphics And Multimedia	MCA304ET3	Business Management And Information System
MCA303ET4	Digital Image Processing	MCA304ET4	Internet of Things (IoT)

11. EVALUATION AND GRADING

11.1 - Evaluation : Evaluation Scheme for each course except MCACT108, MCA CP307, MCACT308, MCACS401 and MCACV403 contains two parts : End Semester Evaluation (External Evaluation) and Continuous Evaluation (Internal Evaluation). 25 Marks **can** be given to internal evaluation and remaining **75** Marks can be given to external evaluation and the ratio of marks between them is 1:3. Evaluation of MCACP402 contains two parts external and internal evaluation and can be given 150 marks each. MCACT108, MCACP307, MCACT308, MCACS401 are purely internal and the evaluation of MCACV403 is completely external.

11.2 The criteria for internal & External Evaluations for individual subjects are as follows:

The internal evaluation marks are awarded on the basis of day to day performance, periodic tests and assignments.

MCA Course Theory (CT) Papers

The criteria for internal evaluation of theory papers are as follows

Components	Max. Mark
Class performance	5
Assignments	5
Viva / Seminar	5
Tests (Subject to a minimum of 2 tests)	10
Total Marks	25

The external evaluation of theory papers will be done by the university through a written examination of 3-hour duration with maximum 75 marks.

The question paper pattern is as follows.

Sections	Type of Questions	Marks	Number of questions to be answered
A	Short answer type questions	3	10 out of 12
B	Long essay type questions	9	5 (Either / OR questions) Each question from each module
Total 75 Marks			

MCA Course Practical (CP) Papers

Internal Evaluation	
Components	Max. Marks
Attendance and lab involvement	5
Regular class work /Lab record / Class Performance	10
Lab Tests	10
Total Marks	25

External Evaluation	
Components	Max. Marks
Lab test	50
Lab involvement and Record	10
Viva	15
Total Marks	75

MCACT108 & 308 : Employability Skill Training

This paper is evaluated internally by the College and carries a total Marks of 50 divided as follows. Since it has only internal assessments, the Head of the Institution should ensure that the class average does not exceed 80%.

Components	Max. Marks
Assignment	10
Viva / Seminar	10
Tests	30
Total 50 Marks	

MCACP307-Mini Project

The evaluation is purely internal and the mark division is as follows

Sl. No	Phase	Marks
1	Approval of Project Title ➤ Title ➤ Project Abstract	10
2	System Design Documents ➤ Table Design ➤ DFD / UML	30
3	Coding Phase 1 (Demonstration)	20
4	Coding Phase 2 (Demonstration & Testing)	20
5	Final draft of Soft Report. The marks can be provided based on : • Timely submission • The report should be prepared as per the chapters specified above.	10
6.	Final draft of Hard Copy of Report	10
Total Marks: 100		

MCACS401-Seminar

The Seminar is evaluated internally by the College and carries a total Marks of 50 divided as follows:

Components	Max marks
------------	-----------

Relevance of the topic	10
Presentation	20
Viva	10
Seminar Report	10
Total Mark: 50	

Since the evaluation is done internally the class average marks collectively should not exceed 80%.

MCACP402-Main Project

The main project work would be of approximately 400 man-hours and carries a total of 300 marks. The project evaluation marks include external and internal assessment marks. Internal evaluation is done by a group of faculty members appointed by HoD. The external evaluation is done by the faculty members of MCA colleges in M G University duly appointed by the University. Both evaluations will carry 150 marks each.

The Criteria/Phases and Mark distribution of both evaluations will be as given below.

Internal Evaluation

<i>Phases</i>	<i>Criteria of evaluation</i>	<i>Components</i>	<i>Component detail</i>	<i>Maximum Marks</i>	<i>Total Marks</i>
I	Report	System Selection	Abstract	10	25
	Presentation	Type of project	Technology Uniqueness Automation	15	
II	Viva	Analysis & Requirement study	Review of Technology	5	20
	Presentation		Data Models, Diagrams etc	10	
	Presentation		Planning & Scheduling	5	
III	Viva	System Design	Review of technology, analysis & requirements	10	50
	Presentation		I/O design, process design, file design, User interface design, etc..	20	
	Presentation		Selection of the languages for creating the front & back ends etc..	20	
IV	Presentation	Security	Database/Data Security used	10	20
	Presentation	and Testing	Test case design, test criteria used	10	
V	Viva	Final Project presentation	Project presentation	20	35
	Report		Final Project Report	15	
<i>Total Marks</i>					150

External Evaluation

Phases	Criteria of Evaluation	Distributions	Marks
Project Demonstration and Presentation	Presentation	Explanation about its features, Analysis, design, code generation, testing, security, future scope, benefits and limitations etc..	25
Type of the project	Viva	The quality of the project. Use of Technology, Uniqueness of system, Automation project.	20
Analysis	Presentation	SRS, Data Model/ER model/DFD/UML Diagram/Data Dictionary, Use-case diagram etc.. Project planning, task planning, and Scheduling	15
Design	Presentation	Input design, Output design, process design, file design, Normalization applied... Program Structure/Coding/Any Other data structures Data and integrity constraints/procedural Design User interface design, etc.. Features of the languages used for creating the front & back ends etc..	40
Security	Presentation	Database/Data Security, User's access rights, supervisor access rights, inter- system access restrictions etc..	20
Testing	Presentation	Test case design, test criteria used..Test Report and debugging etc..	10
Report Organization	Report	Organization of content/attached printouts of text and figures, bibliography and references etc	20
Total marks			150

MCACV403 - Course Viva

There is no internal mark component for the same. The maximum mark for the Viva Voce examination is 100. The evaluation is done by the evaluators duly appointed by the University.

The mark division will be as shown below:

Course Viva : 75 Marks

Online course attended with evaluation / certificate presentation : 25

Marks

11.2 Grading

The performance of a student in the programme is evaluated using indirect grading system.

Course Grade

The performance of a student in each course is evaluated in terms of percentage of marks with a provision for conversion to grade points. The grading system followed is that of relative grading on a ten-point scale. Letter grade corresponding to total marks in percentage, M (Internal + External) and the corresponding grade point in a ten-point scale is described in the table:

Range of Marks in % (M)	Grade Letter	Performance	Grade Point
90 - ≤ 100	S	Outstanding	10
80 - ≤ 89	A	Excellent	9
70 - ≤ 79	B	Very Good	8
60 - ≤ 69	C	Good	7
55 - ≤ 59	D	Average	6
50 - ≤ 54	E	Pass	5
0 - ≤ 49	F	Fail	0

Semester Grade

The overall grade point of a student in a semester is measured as Semester Grade Point Average (SGPA). It is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student.

SGPA (Si) = $\sum(C_i \times G_i) / \sum C_i$ where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

Semester Grade = Letter Grade corresponding to SGPA from the performance grade scale.

Overall grade of the programme

The overall grade point of a student in the entire MCA Programme is measured as Cumulative Grade Point Average (CGPA). The CGPA is calculated by taking into account all the courses undergone by a student for all the semesters of a programme, i.e. **CGPA = $\sum(C \times S_i) / \sum C_i$** where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

Overall Grade awarded in the Programme is the letter grade corresponding to CGPA from the performance grade scale.

Note : All grade point averages should be rounded off to 2 decimal points

Conversion of CGPA to Percentage

Percentage marks equivalent to CGPA

$$= (\text{CGPA Obtained} \times 100) / \text{Maximum CGPA (=10)}.$$

12 . PASS REQUIREMENTS

1. *Course* : A student who obtained Grades S to E (grade point not less than 5) shall be considered as passed. If a student secured “F” grade, he /she has to reappear for the examination. It is mandatory for a student to earn the required credits as mentioned in each semester.
 - a. For a pass in a course with internal and external evaluation, a student shall secure minimum of 40% of the maximum marks prescribed in the University Examination and 50% of marks in the aggregate marks in the course including sessional marks. i.e. Minimum Passing Grade is “E”. No separate minimum is required for internal evaluation /sessional marks.
 - b. For a pass in a course with either internal or external evaluation, a student shall secure a minimum of 50% of the maximum marks prescribed in the relevant course i.e., Minimum Passing Grade in a course is “E”.

The students who do not satisfy the above condition or the student who remains absent shall be deemed to have failed in that course and may reappear for the external examination in the subsequent examinations. However, the Sessional marks awarded to the student/s at previous attempt in the concerned subject will be carried forward.

If a student fails in a subject having only internal assessment/ evaluation, he/she has to redo

the work for that subject along with the subsequent batch.

2. *Semester* : For Successful completion of a semester, a student should pass all courses in the semester and score minimum E grade for the semester (ie. SGPA should not be less than 5). However, a student is permitted to move to the next semester irrespective of his/ her SGPA provided they have completed all the requirements of attendance, payment of all fees due to the University and Institution and registration for the examinations in the earlier semesters.
3. *Programme*: For successful completion of the programme, a student should successfully complete all four semesters with a minimum SGPA score of 5 and with a minimum CGPA score of 5.

13. REQUIREMENTS OF ATTENDANCE AND PROGRESS

A candidate will be deemed to have completed the course of any semester only if

- a) He/She has put in not less than 75% of attendance,
- b) His/Her progress and conduct have been satisfactory.

A student will be allowed to register for university exams in any semester only if he/she has the required minimum attendance of 75%.

14. AWARD OF DEGREE

The successful completion of all courses with minimum E grade within the stipulated period is the minimum requirement for the award of degree.

- (a) A candidate who qualifies for the award of the degree securing E or above grade in all courses pertaining to all semesters in his/her first attempt within four consecutive semesters, and in addition secures SGPA of 7.5 or above for semesters I to IV shall be declared as passed the examination in **FIRST CLASS WITH DISTINCTION**.
- (b) A candidate who qualifies for the award of the degree by securing E or above grade in all subjects of all the semesters within a maximum period of eight semesters, after the commencement of his/her study in the 1st semester and secures CGPA not less than 6.00 shall be declared as passed the examination in **FIRST CLASS**.
- (c) All other candidates who qualify for the award of the degree by securing E or above grade in all subjects of all semesters within a maximum period of eight semesters, after the commencement of his/her study in the 1st semester and secures CGPA not less than 5.0 shall be declared as passed the examination in **SECOND CLASS**.

(d) The candidates who secure E or above grade in all courses pertaining to all semesters in his/her first attempt within four consecutive semesters after the commencement of the programme shall be **ranked** up to a maximum of 10 places, based on the final CGPA obtained. In the case of a tie in the CGPA the total marks for theory examinations of such students shall be considered for finalizing the rank.

15. IMPROVEMENT SCHEME

The candidate who wishes to improve the grade/grade point of the external examination of a course/courses which he/she has passed can do the same by appearing in the external examination of the semester concerned along with the immediate junior batch. This facility is restricted to first and second semesters of the programme.

A student may be given the option to improve the marks obtained in theory subjects of any semester (except the fourth semester) by cancelling all the theory examinations of the semester. There will be no provision to improve the sessional marks of any semester unless he repeats the semester.

If any candidate fails in a subject having only internal assessment/ evaluation, he/she has to redo the work for that subject along with the subsequent batch.

16. READMISSION REGULATIONS

A candidate who discontinued studies during a semester or on completion of a semester of the programme for genuine reasons, with the prior permission of the authorities, he/she can be permitted to complete the programme by taking the required number of courses within a maximum period of eight continuous semesters from the date of commencement of the first semester of the programme, provided he/she has not been removed from the rolls by issuing a Transfer Certificate. In all cases of discontinuation and readmissions, candidates must submit applications countersigned by the head of the institution and obtain the required statutory order for the same from the university.

Candidates who are readmitted to repeat a course must follow the then existing syllabus for the said programme and will have no assurance to do the repeat course in the same syllabus which he/she had attempted initially for the course. They need to attend classes along with the new batch of students and should obtain the required percentage of attendance as usual. All the re admissions

shall be granted subject to the fulfilment of following conditions stipulated by the university

- > They should have been promoted to next higher semester in which they are taking admission.
- > They should be admitted in the beginning of the semester.
- > They should be able to complete the course with in eight semesters from the year of original admission

17. GRADE CARD

The grade card issued to the students shall contain course codes and subject name, credits for the subject, letter grades obtained, SGPA for the semester and CGPA up to that particular semester. In addition to the grade cards for each semester all successful candidates shall also be issued a consolidated statement of grades. On specific request from a candidate and after remitting the prescribed fees the University shall issue detailed marks to the individual candidate.

18. ACADEMIC AND EXAMINATION CALENDAR

The Academic Calendar has been designed to ensure that the course will be completed within the stipulated two years time. The commencement of the course shall be in the month of June of the Academic Year. A semester comprises 90 working days. The Academic and Examination Calendar published by the University shall be strictly followed by all affiliated colleges in order to ensure timely completion of the course.

Semester	Course Schedule	University Examination Schedule
<i>S1</i>	<i>June 1st Week</i>	<i>November 1st Week</i>
<i>S2</i>	<i>December 1st Week</i>	<i>May 1st week</i>
<i>S3</i>	<i>June 1st Week</i>	<i>November 1st Week</i>
<i>S4</i>	<i>December 1st week</i>	<i>May 1st Week</i>

19. REVISION OF REGULATIONS

The University may revise, amend or change the regulations, curriculum, scheme of examinations and syllabi from time to time. These changes unless specified otherwise will have effect from the beginning of the next semester following the notification by the University.