Ordinances and Regulations

for

2 Year On-Campus M. Tech. Programmes

National Institute of Technology Raipur

Subject to the provisions of this Act and the Statutes, the Ordinances of every Institute may provide for all or any of the following matters, namely: —

(a) The admission of the students to the Institute.

(b) The courses of study to be laid down for all degrees of the Institute.

(c) The conditions under which students shall be admitted to the degree or diploma courses and to the examinations of the Institute and shall be eligible for degrees and diplomas.

(d) The conditions of award of the fellowships, scholarships, exhibitions, medals and prizes.

(e) The conditions and mode of appointment and duties of examining bodies, examiners and moderators.

(f) The conduct of examinations.

(g) The maintenance of discipline among the students of the Institute; and

(h) Any other matter which by this Act or the Statutes is to be or may be provided for by the Ordinances.

Ordinance: A local law, an edict or decree.
Regulation: A law or administrative rule, issued by an organization, used to guide or prescribe the conduct of members of that organization.

Contents

Preamble

1. The provisions in these regulations govern the conditions for imparting instructions, conduction of examinations and evaluation of performance of students leading to 2 Year On-Campus M. Tech. degree programs across various disciplines at National Institute of Technology Raipur (NITRR).

2. This ordinance shall be effective on the students getting admitted in their first semesters of the Programme from the academic year 2025-2026 onwards.

3. The provisions of this ordinance shall also be applicable to any new discipline that will be introduced from time to time in the aforesaid disciplines.

Acronyms

Acronyms	Full Form
CCMT	Centralized Counselling for M. Tech. admission in NITs
CGPA	Cumulative Grade Point Average
CPI	Cumulative Performance Index
DAC	Departmental Academic Committee
DGC	Departmental Grievance Committee
EPR	Essential Program Requirements
ESE	End Semester Exam
FIR	First Information Report
GoI	Government of India
HoD	Head of the Department
IISC	Indian Institute of Science
IIT	Indian Institute of Technology
ISI	Indian Statistical Institute
L	Lecture
M. Tech.	Master of Technology
MoE	Ministry of Education, GoI
MIS	Management Information System
MOOCs	Massive Open Online Courses
MSE	Mid-Semester Exam
NA	Not Applicable
NIT	National Institute of Technology
EL	Elective
P	Laboratory
PC	Program Core
PG	Postgraduate
PLR	Program Laboratory Requirements
PEC	Project Evaluation Committee
SC	Schedule Caste
ST	Schedule Tribe
SPI	Semester Performance Index
T	Tutorial
TA	Teacher's Assessment
UG	Undergraduate
UFM	Unfair Means
UMC	Unfair Means Cases
BoG	Board of Governors, NITRR

Ordinance

O.1. The degree "Master of Technology" with acronym M. Tech. and hereupon to be understood as _**M. Tech. Programme**_ shall be of two years (four semesters) and of 80 credits.

O.2. These degree(s) are to be awarded in the branches of Engineering/Architecture & Planning offered by the institute from time-to-time and shall be based on course-credit system.

O.3. The Programme shall be offered by the academic departments of the Institute only after obtaining due approval of Board of Governors (hereinafter referred to as BoG), NITRR.

O.4. Minimum Qualifications:

Candidates who have qualified for the award of the Bachelor's degree in Engineering/Technology/Architecture/Planning (or Master's degree in Science) securing first division in a relevant discipline are eligible to apply for admission to the M. Tech. Programme. However, the qualifying degrees and other eligibility conditions specific to the specializations offered by the Institute for M. Tech. Degree Programme shall be governed by the respective business rules declared by the Central Counselling Board/Authority that is responsible for counselling, reporting and admission in such programmes from time to time.

O.5. Admission and classification of students:

Admission to the first semester of M. Tech. course shall be as per the approved seat matrix of the Institute and shall be classified as follows:

(a) Students with Institute Assistantships/Fellowships/Scholarships:

(i) For students desirous of admission to 2-year M. Tech. Programme in Engineering specializations, such students must have a valid GATE score (in relevant specialization to which admission is sought, as declared in the business rules of admission activity under the qualifying degrees and other eligibility conditions specific to the specializations) at the time of admission to be eligible to receive scholarship as per GoI (MoE) rules. The admission procedure of such students shall be based upon the business rule of the central counselling board/authority (currently through CCMT) or any other authority, as directed by MoE, GoI, from time-to-time.

(ii) The students with Fellowships/assistantship shall be admitted to M. Tech. (Urban Planning) based on a valid GATE/NET (for Sociology/Economics/Geography conducted by the University Grants Commission) or competitive examination/interview score. The admission procedure shall be based upon the business rule of the central counselling board/authority (currently through CCMT) or any other authority, as directed by MoE, GoI, from time-to-time. The admissions will be made in order of merit based on valid GATE score and on the basis of personal interview in the case of those qualified in NET. The GATE score/NET certificate can be used for one time admission only.

(b) Self-financing students: The seats left vacant after admission in above category will be filled under self-financing category, observing the same guidelines of admission as applicable under O.5.(a) above. However, such candidates, subject to fulfilment of the minimum qualification criterion, must qualify in the entrance examination and/or interview conducted by the Institute at the time of admission.

(c) Sponsored/QIP students: Candidates who are employed in recognized organizations shall be eligible for admission as sponsored/QIP candidates to the On-campus M. Tech. Programme.

Institute employees (IE) desirous of pursuing M. Tech. Programme may also apply under this category. The conditions and requirements for admission as a sponsored/QIP/IE candidate shall be as per the rules applicable under O.5.(a). The modalities of entrance examination and interview shall be based upon the Institute guidelines provided from time-to-time.

O.6. Modes of operating the vacant seats in M. Tech. programmes

In case the seats mentioned above under O.5.(a) remain vacant after the centralized admission process, then NIT Raipur reserves the right to conduct Spot Round of admissions for filling the vacant seats, however, the eligibility criterion and business rules shall be same as applicable to those who have been admitted through the Central Counselling under CCMT for the given year.

Rules for the award of fellowship to the candidates selected through Spot Round shall be same as those of the central counselling board/authority. The Institute scholarship/fellowship/assistantship will not be offered to the sponsored, QIP, self-financing candidates (without valid GATE score as mentioned in O.5.(a)), eligible employees of the institute desirous of pursuing M. Tech. course.

The Senate of the Institute reserves the right to modify/abolish the rules for operating the vacant seats in the M. Tech. programmes.

O.7. Candidates may be permitted to do their project work in the industry and other approved organizations as approved by Senate.

O.8. If a student fails in any semester, in any of the subjects and is awarded 'F' grade, then her/his admission shall stand cancelled from the admitted Programme.

O.9. Students with Institute assistantships/fellowships/scholarships shall be performing fixed hours/week of teaching assistantship under a faculty as decided by the department.

O.10. The Regulations, hereupon declared, shall be applicable to 2 year regular on-campus M. Tech. Programme, otherwise explicitly mentioned.

Regulations

R.1. Admission to the M. Tech. Programme

R.1.1 The eligibility criterion for admission to the M. Tech. Programme shall be as per O.4 & O.5, as described under the section of Ordinances.

R.1.2 Announcements for admission in vacant seats as per the seat matrix in M. Tech. programmes will be made by the Institute and the candidates desirous of taking admissions shall apply on or before the specified dates.

R.1.3 The eligibility criteria for admission to M. Tech. programmes shall be aligned with the business rules of the admission authority (currently, CCMT) and shall be approved by the Senate.

R.1.4 The Senate of the Institute shall decide on the number of seats for various specializations/ Departments/Centers. Seats are reserved for SC, ST, OBC, EWS and persons with disabilities (PWD) as per the Government of India rules. However, to be considered for admission, they should satisfy the eligibility and admission criterion as mentioned in R.1.1 above.

R.1.5 Vacancies, if required to be filled up after the admission date, will be decided by the Chairman, Senate, and reported to the Senate for ratification/post-facto approval.

R.1.6 Any dispute/discrepancy arising in the selection/admission process shall be referred to the Chairperson, Senate for resolution and the decision of the Chairman, Senate shall be final and binding to all concerned.

R.1.7 In addition to satisfying the conditions given in the information Brochure for M. Tech. Admissions, the selected candidates should satisfy the other admission requirements indicated in the offer letter of admission. Only then, they will be admitted to the M. Tech. Programme, after payment of the prescribed fees. However, if at any time, if any of the requirements are not fulfilled by the candidate, then his/her admission to the Programme may be cancelled and fee paid by the candidate shall be forfeited by the institute.

R.1.8 Every student, admitted provisionally or otherwise to the M. Tech. Programme of the Institute, shall submit copies of the qualifying degree/provisional certificate and such other documents within the stipulated date as prescribed by the Senate failing which may lead to cancellation of the admission of the student.

R.1.9 If, any time after admission, it is found that a candidate had not in fact fulfilled all the requirements stipulated in the offer of admission, in any form whatsoever, including possible misinformation etc., the Dean-Academic shall report the matter to the Chairperson, Senate recommending for cancelling the admission of the candidate.

R.1.10 The institute reserves the right to cancel the admission of any student and ask him/her to discontinue his/her studies at any stage of his/her career on the grounds of indiscipline or any misconduct.

R.2. Structure of the M. Tech. Programme

The structure and education delivery blends classroom and experiential learning consisting of theory courses, lab exercises with capstone projects, seminars, assignments, case studies, term papers and work-integrated activities.

R.2.1 The Programme for each stream of specialization shall consist of:

i. Core courses to be compulsorily taken by all the students of the Programme (18-21 credits).

ii. Elective courses of up to 12-15 credits including domain specialization courses offered (Electives will have to be opted from the courses offered by the Department in the session from amongst the list of approved courses).

iii. Laboratory courses with capstone projects and Seminar (8-12 credits).

iv. Project work/Dissertation.

R.2.2 The medium of instruction, examination, seminar and project reports shall be in English. For M. Tech. programmes, classes shall be conducted during the regular working hours of the working days in a semester as per the approved academic calendar.

R.2.3 For M. Tech. Programme, the first and second semesters comprise of the coursework as per their scheme of studies. The third and fourth semesters comprise of project/dissertation work.

R.2.4 In case a student is offered semester long internship during the third/fourth semester, then she/he must undertake to complete the project/dissertation as per the academic requirements and set guidelines of Institute. In case such a student submits to convert the work assigned at the internship into project/dissertation, then the feasibility of the work to be treated at par with project/dissertation must be judged by the PG-DAC and, if found feasible, then the same is to be recommended to Dean, Academic Affairs, for necessary approval. The student, if permitted, shall have to be assigned a supervisor from the department and may have a co-supervisor from the organization, wherein the internship is being carried out. The constitution of PG-DAC comprises of Head (Chairperson), two senior faculty members involved in academics of the PG specialization, one external member (of the level of Professor from another department, as Observer) and PG Coordinator/Faculty Advisor (Convenor).

R.2.5 For M. Tech. Programme, one semester EXAMINATION of theory and practical subjects will be generally conducted at the end of each semester called End Semester Exam (ESE) in November-December for first semester and April-May for second semester in the first academic year along with one more exam called Mid Semester Examination (MSE) of each subject during these semesters. There will be another component called Teachers' Assessment (TA) in theory and practical subjects.

R.2.6 For M. Tech. Programme, one semester EXAMINATION of project/dissertation work (along with other components, as mentioned in the Programme scheme) will be generally conducted at the end of each semester called End Semester Exam (ESE) in November-December for third semester and April-May for fourth semester in the second academic year along with one more exam called Mid Semester evaluation (MSE) of each component during these semesters.

R.2.7 Examination of the backlog subjects will be conducted as supplementary examination as and when required. A candidate will get two attempts to pass subject/semester, once in the main examination and other in the next supplementary examination of that semester.

R.2.8 Any change in syllabi (up to one unit of the existing) proposed by the course coordinator must be approved by the PG-DAC. Proposing changes in the syllabi for more than a unit would be termed as Revision of syllabi. Such revisions and changes in courses and curricula proposed by the course coordinator and recommended by PG-DAC shall have to be placed before the Senate for its approval.

R.3. Registration

Registration is an important procedural part that ensures that the student's name is on the roll list of each course that she/he wants to study. No credit is given if the student attends a course for which she/he has not registered. Registration for courses to be taken in a particular semester shall be done as per the academic calendar. The student must also take steps to pay his/her dues before the beginning of the semester. Students who do not make payments by a stipulated date will be de-registered for the particular semester. In absentia registration or registration after the specified date will be allowed only in rare cases at the discretion of the Dean (Academics), with late fee, if applicable. In case of illness or absence during registration, the student should intimate the same to his/her course advisor and Dean (Academics). A student must meet his/her adviser within the first week of the new semester for the confirmation of his/her registration. The registration record should be preserved the student. Failure to register before the last date for late registration will imply that the student has discontinued studies, and his/her name will be struck-off the rolls.

R.3.1 Every student of M. Tech. Programme is required to be present and register at the commencement of each semester on the date fixed and notified in the Academic calendar. Registration process will have three components.

(i). Physical presence of the student on the first day of semester.

(ii). Payment of semester fees including any unpaid dues of past semesters, and

(iii). Getting enrolled/registered in the department.

R.3.2 A student who does not register on the day announced for the purpose may be permitted by Dean Academics in consideration of any compelling reasons for late registration within next 5 working days on payment of additional late fee as prescribed by the Institute. For other compelling reasons such as serious medical problem, a family calamity, participation in a national event or those directed/approved by MoE, GoI, in 1st semester, etc., late registration may be permitted by the Director on the recommendation of Dean Academics. The percentage of attendance of students registering late will be calculated from the date of their joining if one is NOT admitted provisionally earlier. However, no special allowance may be claimed by the student in the matter of assessment/evaluation or grading.

R.3.3 On the rare case of transfer from other NITs after the semester commences, such a student must produce one's attendance statement from the concerned institution in each subject at the time of admission.

R.3.4 Only those students will be permitted to register who have (i) cleared all the institute and hostel dues of the previous semesters, (ii) paid all required fees of the current semester, (iii) not been debarred from registering for a specified period on disciplinary or any other ground (iv) satisfied all the academic requirements and (v) not been struck off from the rolls of the institute.

R.3.5 A student can register for a full course of 2nd, 3rd and 4th semester provided one has obtained at least minimum required pass grades in 1st, 2nd and lower, 3rd and lower semesters, respectively.

R.3.6 The classes of all semesters will start from the day following the registration or any other day as decided by the senate.

R.3.7 The tuition fees etc. will be paid semester wise and not year wise.

R.3.8 Late registration

Late registration is permitted under the following conditions:

For reasons beyond his/her control, if a student is not able to register or send an authorized representative with a medical certificate, he/she may apply to the Dean (Academics) for late registration. Dean (Academics) may consider and approve late registration in genuine cases on payment of an extra fee called late registration fee. Late registration is permitted until one week after the start of the semester.

R.3.9 Fees Payment

Every registered student must pay the stipulated fees in full before the specified deadlines. In the event that a student does not make these payments, he/she will be de-registered from all courses and his/her name will be struck-off from the roll list.

R.4. Classes and attendance

R.4.1 Academic program is primarily based on the teaching-learning process. Therefore, attendance in classes, participating in classroom discussions and thus in the continuous evaluation process are the most essential components of the academic programmes. All teachers and student are to see that the number of classes scheduled for a course under the approved and declared academic calendar and time table must be held during the semester and examinations be conducted.

R.4.2 If because of personal leave or official duty a teacher is unable to conduct a class on the scheduled time, s/he will conduct the compensatory classes at a mutually convenient hour for which a teacher may communicate with his class by announcing in the class, by messages on institute/department/hostel notice boards or by e-mail, attendance in these compensatory classes is mandatory for every student.

R.4.3 A teacher at his discretion, may conduct additional classes beyond originally scheduled, particularly when many classes are lost due to holidays or suspension of classes etc. Attendance in these classes is also mandatory for the students.

R.4.4 Attendance of students in all the classes (lectures, tutorials, laboratories, seminars etc.) is compulsory Consequently, a student shall be debarred from appearing in an exam or if she/he has already written an examination, the marks/grades obtained will be rejected on ground of unsatisfactory attendance, if the

attendance is below what is prescribed in clause R.4.5 or if in the opinion of the course teacher the student has not participated effectively in the class in terms of home assignments, class tests, quizzes etc.

R.4.5 Permissible relaxation in Attendance requirement:

(i) Attendance in classes is compulsory. However, to provide for exigencies, absence to the extent of 15% of scheduled number of classes in every course will be condoned as a matter of routine.

(ii) In deserving cases, a further relaxation of 10% (i.e., 25% of scheduled number of classes) may be given by Dean of Academic Affairs and a further relaxation of 5% (i.e., 30% of total) be given by the Institute Director.

(iii) The Institute will fix a cut-off date before every exam to compute the percentage of absence and the same shall be mentioned in the academic calendar of the Programme(s).

(iv) In case there are truly exceptional circumstances, the Director may further suitably relax attendance requirements (with reduction of one or two grade/s) as deemed proper with recommendations of a committee constituted for the purpose.

R.5. Leave of Absence

R.5.1 A full time on-campus M. Tech. student during his/her stay at the Institute will be entitled to leave for 20 days (including leave on medical ground or special purpose leaves), per academic year. Even during mid-semester breaks, and summer and winter vacations, he/she will have to explicitly apply for leave. The leave will be subject to approval of the Head of Department and a proper leave account of each student shall be maintained by the Department /Center concerned. The student if found absent, his/her fellowship will be deducted. The leaves can be utilized for following reasons, subject to recommendation of Head of Department and approval of Dean (Student Welfare) on one of the following grounds:

(i). Participation in inter-NIT or other national level student competitions inside or outside the institute provided a student is selected by competent selection committee to represent the Institute through a process of open selection. A copy of appropriate office order must be enclosed with application along with recommendation of Head of Department (limited to 5 working days per semester). Such a leave will be marked by the teacher as "L" in attendance register.

(ii). For officially arranged placement programmes on recommendation of Professor Training and Placement (limited to 5 working days per semester).

(iii). For academic work or presentation of papers related to final year project, if project involves visit to industry or other institutes or to participate in a conference. The application must be duly recommended by the project guide and relevant document to be enclosed and should be approved by Head of Department (limited to maximum of 5 working days per semester)

(iv). Family functions (social or religious), illness of family members, participation in student activities such as organizing functions, raising money, preparing for or appearing in other examinations including competitive ones, searching for jobs etc., are NOT adequate grounds for leave of absence.

R.5.2 Normally, a student is supposed to get his leave of absence sanctioned from Head of Department (HoD) prior to proceeding on leave. After this, after coming back from leave s/he will give a list of missed classes (course wise) along with HoD's letter of leave approval to the teachers concerned and the student will be deemed to be present in the classes during those many periods (subject to maximum 5 days) for the purpose of computing unauthorized absence from classes.

R.5.3 A student must inform the course Instructor / HoD / Supervisor immediately of any instance of continuous absence from classes. A student who is absent due to illness or any other emergency, up to a maximum of two weeks, should approach the course coordinator for make-up quizzes, assignments and laboratory work.

R.5.4 A student who has been absent from mid semester examination should approach the course coordinator for a make-up test immediately on return to class. In case of medical reasons, the request should be supported with a medical certificate from institute's medical officer. A certificate from a registered medical practitioner will also be acceptable for a student normally residing off-campus

provided registration number of the medical practitioner appears explicitly on the certificate. The makeup examination assessment for the cases with unapproved leave during mid semester examination shall be carried out on the basis of 75% of the weightage of mid semester exam.

R.5.5 If a student is continuously absent from the institute for more than four weeks without notifying the Dean (Academic Affairs)/HOD, his/her name will be removed from institute rolls.

R.6. Semester Withdrawal

If a student is absent for more than 20 teaching days in a semester on medical grounds, he/she may apply for withdrawal for that semester, i.e., withdrawal from all courses registered in that semester. Application for semester withdrawal must be made as early as possible at least one week before the start of the End Semester Examinations. Partial withdrawal from the courses registered in a semester is not allowed. In extraordinary circumstances like medical grounds, a student may be permitted by the Dean Academics to withdraw from a semester completely. Normally, a student will be permitted to withdraw from the Programme only for a maximum continuous period of two semesters. To continue registration to the Programme, a student has to pay Registration/Enrolment fees.

R.7. Eligibility of appearing in End Semester Exam

R.7.1 Hundred percent attendance in the classes is mandatory however, a short fall in attendance up to 10% and a further 5% can be condoned by the Dean of Academic Affairs and the Chairman, Senate/Director of the Institute respectively for satisfactory reasons. In truly exceptional circumstances the Chairman, Senate/Director may relax attendance requirements with reduction of grade one or two steps lower as it may be thought appropriate with recommendations of a committee.

R.7.2 However, there will be no restriction except regular or approved provisional admission in a semester to appear in Mid Semester Examination of theory subjects/Mid Semester evaluation of Project (or Dissertation) work in the semester.

R.7.3 In Teacher's Assessment (TA) component of a course, a student is supposed to obtain 60% or more marks in each course, failing which s/he will not be permitted to appear in End Semester Examination (ESE) of that semester.

R.8. Guidelines for M. Tech. Project Evaluation

R.8.1 The last date of project/dissertation report submission shall be 30th June every year, unless otherwise stated in the academic calendar.

R.8.2 The final evaluation of the project work will be done at the end of Fourth semester (final year). Any conduct on the part of students with regard to plagiarism (in project report or elsewhere) will be considered as indulgence in unethical means, and will invite strict disciplinary action as per the Institute Plagiarism Policy.

R.8.3 Final project will be evaluated by Project Evaluation Committee (PEC) comprising of an internal examiner and an invited external examiner belonging to the specialization (preferably from IITs/NITs/CUs/IIITs/ IISERs etc.) and Head (nominee of Head). Head (Nominee of Head) shall chair the PEC. The department must take approval for inviting the external examiner from Dean (Academic Affairs) by submitting a list of examiners (at least three names).

R.8.4 The evaluation will be based on:
  A. Project report and
  B. Seminar + viva-voce on the project

R.8.5 The student will have to appear before PEC and deliver a seminar followed by viva-voce.

R.9. Grading System

R.9.1 The grading reflects a student's proficiency in the course. While the comparative standing of the student is clearly indicated by his/her grades, the process of awarding grades is not necessarily based upon evaluating the performance of the class based on some statistical distribution. The course

coordinator and the associated faculty for a course formulate appropriate procedures to award grades that are reflective of the student's performance visa-vis the instructor's expectation.

R.9.2 A letter grade, corresponding to specified number of grade points, is awarded in each course for which a student is registered. Based on the sum total of marks obtained in TA, MSE and ESE, he/she will be awarded a letter grade based on his/her performance in the class of that course.

R.9.3 The academic performance of a student shall be graded on a ten-point scale. On obtaining a pass grade, the student accumulates the course credits as earned credits. A student's performance is measured by the number of credits that he/she has earned and by the weighted Performance Index. A minimum number of credits should be acquired in order to qualify for a degree and continuation on semester basis.

R.9.4 The awards/grades are submitted in the Dean Academic office positively within the prescribed time limit as announced in the academic calendar after the End Term examination.

R.9.5 The grades to be awarded, corresponding grade points and the description of performance are listed below:

Grade	Grade Range (Percentage marks)	Grade Points	Description
O	90 to ≤ 100	10	Outstanding
A	80 to < 90	9	Excellent
B	70 to < 80	8	Very good
C	60 to < 70	7	Good
D	50 to < 60	6	Fair
E	40 to < 50	5	Average
F		4	Fail
W			Withdrawal
NA		--	Not Appeared in ESE
X		--	Debarred

R.9.6 The norms for the award of the letter grade are as follows:

R.9.6.i No student can be awarded E or better grade without securing at least 40% aggregate marks in any course, i.e. in (MSE+ESE+TA).

R.9.6.ii For award of E or better Grade, it is also mandatory that the student should secure at least 40% marks in the End Semester examination in the course.

R.9.6.iii Further, there shall be three transitional grading symbols, which can be used by the examiners to indicate the special position of a student in the subject.

NA: for "Incomplete assessment" due to non-appearance in an exam, if the student misses ESE

W: for "Temporary withdrawal' from the Semester.

X: for "Debarred" on grounds of malpractices in examinations or in-disciplinary behavior, etc.

R.9.6.iv An 'O' grade stands for outstanding achievement. The 'E' grade stands for average performance representing the minimum passing grade in any course.

R.9.6.v The 'F' grade denotes failing in a course in the End Semester Examination (ESE) until the result of subsequent supplementary examination of that subject/s is/are not declared. 'F' grade may result in increased period of stay for completing degree requirements. No SPI will be awarded if a student has obtained one or more grade 'F' in a particular semester.

R.9.6.vi The student who remains absent (due to compelling reasons as mentioned in the clause 4.H.1(iv)) in the end semester examination will be awarded 'NA' grade. When a student gets 'NA' grade for any subject(s) during a semester, the SPI of that semester and the CPI at the end of that semester

will become zero until that particular course/semester is not cleared by the student. Such student must appear in the subsequent supplementary examination to convert the 'NA' grade to any pass grade. If such a student remains absent/fails in the supplementary examination too then he/she will be awarded 'F' grade.

R.9.6.vii A 'W' grade is awarded in a course where the student has opted to withdraw from the semester.

R.9.7 A student failing and awarded with 'F' grade in the previous (lower) semester shall be terminated from the Programme.

R.10. Credit System

Institute follows semester-based credit system of study wherein the prominent feature is a process of continuous evaluation of a student's progress. A student's progress is measured by the number of credits he/she has earned, i.e. completed satisfactorily. Based on the course credits and grades obtained by the student, Performance Index is calculated. A minimum Performance Index is required to be maintained for satisfactory progress and continuation in the program. Also, a minimum number of earned credits and a minimum performance Index should be acquired to qualify for the degree. Normally, the minimum earned credit requirements for the 2-year M. Tech. Programme shall be 80.

Basis of Credits will be {L+(T+P)/2} where L, T and P are number of Lecture, Tutorial and Practical periods respectively. Credit in a course will be a full number and if it falls to be a fractional one then that will be considered as next higher full number.

R.11. Criterion for passing examination of a semester

(a). Minimum 40% marks in each theory ESE.

(b). Minimum 50% marks in each practical ESE.

(c). No minimum requirement in MSE.

(d) Minimum pass grade (i.e., average grade 'D') should be obtained in each theory and practical course.

(e). Overall aggregate be 5.5 SPI or above.

(f). If any candidate is getting minimum pass or higher grade in all the subjects but is unable to obtain 5.5 SPI in main exam, then s/he will have to appear in the subsequent supplementary examination of one or two theory papers of her/his choice to secure minimum 5.5 SPI failing which her/his admission in the course will be terminated immediately.

(g). Division or class will not be awarded in every semester (except final) results.

(h). Grade in each theory and each practical course will be awarded separately on the basis of summation of marks obtained by a student in the Mid Semester exams, End Semester Exam (ESE) and Teacher's Assessment (TA) in a theory/practical course.

R.12. Performance Index

The performance of a student is evaluated in terms of two indices, viz. the Semester Performance Index (SPI) which is the Performance Index for a semester and Cumulative Performance Index (CPI) which is the Performance Index for all the completed semesters, at any point of time. The SPI is calculated on the basis of grades obtained in all courses registered for the semester. The CPI is calculated on the basis of all pass grades obtained in all completed semesters. Both SPI and CPI will be taken up to the second place of decimal without rounding off and recorded as such.

$$SPI = \frac{\sum_{courses.}(Course\ credit\ \times Grade\ point)}{\sum_{courses.}(Course\ credit)}$$

$$CPI = \frac{\sum_{All\ sem.\ completed}(Course\ credit\ \times Grade\ point)\ in\ passed\ courses}{\sum_{All\ sem.\ completed}(Course\ credit)\ in\ passed\ courses}$$

The CPI, SPI and the grades obtained in all the subjects in a semester will be communicated to every student at the end of every semester except in final semester (i.e. IVth semester of M. Tech. courses) through a grade sheet. In its place a consolidated grade sheet will be issued for final semester. This consolidated grade sheet supersedes all the earlier grade sheets.

R.13. Declaration of Results

The final grades awarded to the students in a subject must be submitted by the subject teacher/Chairman, PEC to the concerned Head of the Department. The Head of the Department shall place the grades of students in all subjects before the DAC for its consideration and recommendation. The grades recommended by the DAC shall be sent to the Examination section.

To ensure transparency, the answer scripts after correction of mid-semester examinations, assignments etc., will be shown to the students within the time-frame as mentioned in the Academic Calendar. The subject teacher must submit the marks obtained in mid semester examinations to the Head of the Department two weeks after the end of mid semester examinations.

To ensure transparency in the evaluation of scripts of end-semester examination, those answer scripts also shall be shown to the students up to one day before the finalization of grades. Once the Grades are finalized by DAC, the student will no longer have any right to verify his/her answer scripts. The student can appeal to DGC for any arbitration within three days from the date of official publication of interim results in the Institute Website. The valued answer scripts shall be preserved for a maximum period of 12 (twelve) months after publication of results. The teachers are required to send the valued answer scripts of both mid semester and end semester examinations to the examination section to preserve them.

R.14. Eligibility of admission to higher semester

R.14.1 The eligibility of admission to higher semester will be that the student must have passed the previous lower semester failing which the candidature of such student will be terminated immediately.

R.14.2 A candidate may provisionally continue one's studies in higher semester after the exam of the semester one appeared is over. The candidate's eligibility to higher semester will be evaluated only after the result of previous semester is out.

R.14.3 Once a candidate has passed a semester examination, one shall NOT be permitted to reappear in that examination or part thereof with a purpose of improvement of performance in exam, such as, division, marks, grades etc.

R.15. Provision for On-campus M. Tech. students with job offers in the final year of the programme

In case a regular student, who has completed the required course credits of theory and practical subjects, geta a job and wants to join the job with request to continue to work towards his/her M. Tech. dissertation, then she/he can be allowed to do so under following provisions:

R.15.1 Such student can be converted to sponsored category on the production of sponsorship certificate and shall continue to study as a regular sponsored student.

R.15.2 If such student is NOT able to get the sponsorship from his/her employer, then

R.15.2 (i) The said student must produce a NoC from the competent authority (Employer) stating that the organization has no objection if such a student continues to work towards his/her M. Tech. dissertation. Also, that he/she shall be permitted to visit the Institute (NIT Raipur) for progress seminar and other evaluation/monitoring processes as and when scheduled by the Institute.

R.15.2 (ii) Such a student needs to mandatorily take a person working in his/her organization, who possesses at least M. Tech. degree in the relevant field and who is willing to guide the student as a co-supervisor. This co-supervisor will then be coopted by the DAC of the department. Such a student will continue working under this co-supervisor, in consultation with his/her supervisor in the Institute, at his/her place of work.

R.15.2 (iii) Such a student needs to deliver his/her progress seminar/presentation, comprehensive examination, and other evaluation processes along with other regular students in the department as per the academic calendar and as and when scheduled by the supervisor/department.

R.15.2 (iv) Such a student needs to inform the department well before (at least four weeks before) their date of joining the job and must obtain permission to do so. Registration of a student who joins a job without obtaining prior permission from the department will be terminated on the recommendation of the DAC/Head.

R.15.2 (v) Such student can be allowed a withdrawal for a period not more than one year at a time, if required, by the approval of Chairperson, Senate on the recommendation of the DAC. However, this withdrawal will be COUNTED towards calculation of maximum duration of the program as per clause 11 of the existing M. Tech. ordinance.

R.15.2 (vi) Scholarship/Assistantship shall not be payable to such student. The student must register and pay required fee in every semester as per the existing ordinance. In case a student fails to register and pay fee for a semester then his/her registration shall be automatically cancelled.

R.15.2 (vii) Notwithstanding any of the above, a student is expected to keep him/herself abreast of the schedule of the monitoring/evaluation processes and to mandatorily undergo these. If a student, who has not been granted withdrawal, fails to appear in monitoring and evaluation processes for a complete semester, despite having been informed by the department, then his/her registration can be terminated on the recommendation of the supervisor and the DAC.

R.15.3 In case a regular student, who has NOT completed the required course credits of theory and practical subjects, gets a job and wants to join the job while continuing to work towards his/her M. Tech. degree can also be allowed to do so under above-mentioned clauses. However, such a student will have to complete the remaining required course credits as a regular student by attending the classes of the remaining subjects with the regular students. Sponsorship certificate, etc., as applicable, must be produced by such a student to attend the classes as a regular student.

R.15.4 In case, such student wishes to get his M. Tech. Programme converted to e-M. Tech. Programme from regular On-campus M. Tech. Programme under same specialization, if offered, then she/he should apply with the PG-DAC's recommendation including the details of credit transfer/adjustment etc., recommendation of Supervisor(s) of dissertation work from the Institute (NITRR), sponsorship/recommendation letter of her/his organization, where in the support for continuing the programmes in the requested mode is undertaken, and an undertaking from the student submitting that she/he shall abide by the Institute rules applicable to e-M. Tech. Programme and its academic requirements and that she/he is fully aware that the minimum and maximum duration for the same is two and four years respectively.

Such student shall have to pay the remaining semester fee applicable to e-M. Tech. Programme and shall complete the course-work requirements as per the scheme (of e-M. Tech. Programme). The acquired credits of such students in On-campus M. Tech. programmes shall be mapped course-wise to the e-M. Tech. Programme and credits, if extra, shall not be counted towards fulfilling the credit requirements of the e-M. Tech. Programme. In case of any query/issue/grievance, the matter shall be referred to Senate and the decision taken by the Senate shall be finally binding to the student and the Institute, as well.

R.16. Provision for non-teaching employees of the Institute desirous of pursuing M. Tech.

The provision is meant for eligible regular non-teaching employees working in the Institute who wish to upgrade their educational qualification while discharging their duty in the Institute. The desirous Institute Employee, henceforth, referred to as '**I.E. candidate**', can upgrade his/her educational qualification in accordance with the following rules.

R.16.1 For Admission

R.16.1.(i) The minimum qualification, degree eligibility and other requirements shall be as per the business rules that are applicable to regular On-campus M. Tech. students of the same year.

R.16.1.(ii) The desirous eligible I.E. candidate must have completed his/her probation period successfully. He/she must have obtained NOC from the Director of the Institute through proper channel to pursue the course.

R.16.1.(iii) Admission shall be offered as per the performance in the exam/interview conducted by the department where the admission is sought.

R.16.1.(iv) The seats for such selected institute employees shall be over and above the approved intake in M. Tech Programme, wherein applied.

R.16.2 Academics

R.16.2.(i) An institute employee can opt for maximum 16 credits in a semester in the current scheme of studies. The choice of the subjects must be made so that pre-requisites of the next semester are covered as far as possible. The choice of the subjects (credits) once made in a semester shall not be allowed to be changed later.

R.16.1.(ii) I.E. candidates must complete the remaining credits as per the present scheme when they would be offered to the regular students next (i.e., in the next academic session).

R.16.1.(iii) The provisions of clauses 6, 7, 8, 10 and 14th shall be applicable to such an I.E. candidates for the opted (chosen) number of credits only (i.e. for opted theory and / or practical subject only).

R.16.1.(iv) Such I.E. candidates shall thus be completing the credits of first two/three semesters, whichever is applicable of the current scheme (theory and practical classes) in four consecutive semesters attending the classes with the regular M. Tech. (Urban Planning) Students.

R.16.1.(v) If such an I.E. candidate gets her/his admission terminated as per clause no. 6 and 10 (vi), then such a candidate will not be allowed to get re-admitted for a period of three subsequent years.

R.16.1.(vi) Such I.E. candidate shall have to complete their dissertation work in their 5th and 6th semester under the guidance of allotted supervisor(s).

R.16.1.(vii) The department shall encourage such I.E. candidate to start preliminary work for dissertation early from 3rd /4th semesters so that they can complete it by the end of 6th semester. The supervisor(s) to such candidate should be allotted in the beginning of third semester of such candidate.

R.16.1.(viii) For such I.E. candidates the minimum duration of M. Tech. course shall be 3 years and maximum 4 year. Other provision(s) of clause 11 of the ordinance shall remain unchanged.

R.16.1.(ix) The grade sheet / mark sheet of a semester to such I.E. candidates shall be provided to them once they complete the credits required for that semester as per current scheme of studies.
All other clauses of the On-campus M. Tech. Programme Ordinance in force shall remain applicable and binding to such an I.E. candidates similar to the regular On-Campus M. Tech. students. Semester Fee at par with the regular M. Tech. students shall be applicable to such I.E. candidates.

R.16.1.(x) As e-Master's (Tech.) Programme is meant for off-campus/remotely located students/students with service conditions not suitable for admission to On-campus M. Tech. programmes as sponsored candidates, hence requests/applications for admission/conversion to e-Master's (Tech.) Programme shall not be considered.

R.17. Continuous Absence and Registration Status

If a student is absent from the Institute for more than four weeks without notifying the Head of the Department or the Dean (Academics Affairs), his/her registration will be terminated, and the name will be removed from the Institute rolls.

R.18. Faculty Advisor and Advice on Courses

R. 18.1 Faculty Advisor

To help the students in planning their courses of study and for getting general advice on the academic Programme, the concerned Department shall assign a certain number of students to a Faculty Member,

who will be designated as **Faculty Advisor**. In cases of admissions less than 10 in number, the **Programme Coordinator** shall fulfill the role of faculty advisor for all the students.

R.18.2 Advice on Courses

At the time of registration, each student must consult his/her faculty advisor/Programme coordinator to finalize the academic Programme, keeping in view factors, such as, minimum/maximum numbers of total and lecture credits, past performance, CGPA, pre-requisites, workload and student's interests, amongst others. Special provisions for academically weak students are in place in form of remedial classes, access to academic resources, academic counselling etc.

R.19. Eligibility for the award of M. Tech. Degree

R.19.1 A student shall be declared to be eligible for the award of M. Tech. degree if he/she has

   a) registered and successfully completed all the core, elective courses and the project.
   b) successfully acquired the minimum number of credits prescribed in the curriculum of the given stream within the stipulated time.
   c) no dues to the Institute, Library and Hostels and
   d) no disciplinary action pending against him/her
   e) secured a CGPA of 5.0 or more, considering only the successfully completed courses.

R.19.2 Final Award of Degree

The final award of the Degree must be recommended by the Senate and approved by the Board of Governors of the Institute

R.19.3 Classification:

After successful completion of the Programme, degree will be awarded as per the following classifications based on the CPI.

   A. Candidates who successfully complete the program in first attempt in all semesters and within the stipulated duration of the program, scoring a CPI of 8.00 and above will be declared to have passed in Honors.
   B. Candidates passing all subjects with CPI of 7.0 or above but less than 8.0 and those candidates passing all subjects obtaining CPI of 7.0 and above but NOT passing all semesters in first attempt nor within the stipulated duration of the program will be declared to have passes in first class.
   C. Candidates who get a CPI of below 7.0 but 5.5 or above and who complete the course within the maximum prescribed period after joining the Institute will be declared to have passed in second class.

R.20. Rules to Deal with Academic Malpractices and Misconduct

Every student of the institute is expected to maintain highest level of integrity and honesty in academics befitting the student of an institute of national importance. Rules to deal with unfair means (UFM) adopted by a student is separately available as Regulations for UFM and shall be applicable to such cases. Any misconduct not related to academics or not covered under UFM rules, will be dealt by the institute and the corresponding punishment pertaining to academics will be binding on the student.

R.21. Maximum Duration of the Programme

A student is normally expected to complete the M. Tech. Programme in four semesters. Maximum duration allowed to complete the M. Tech. Programme is 4 years. At any earliest point of time during the entire course, if a student is found that despite clearing the remaining course regularly and clearly, she/he will NOT be able to complete the course within maximum permissible time, then s/he will have to relinquish the course at that point of time itself.

Last date of thesis submission for M. Tech. students should be 30th June. In exceptional case, extension can be accorded for submission of thesis. For the purpose, candidate has to apply with justification. The

case is to be examined and recommended by a committee consisting of guides, HOD and Dean (R&C). Approval for extension of submission will be given by Dean (Academics) for a period of maximum three months only. Beyond three months, Director's approval is required under extra-ordinary circumstances. However, candidate must register himself/ herself in every semester and pay institute fee and other dues till he/ she submits the thesis.

A semester when a student has been granted withdrawal or granted leave will not be considered as a registered semester.

The semester when a student is suspended from the Institute on disciplinary grounds will not be counted towards the number of registered semesters.

R.22. Power to Modify

Notwithstanding all that has been stated above the Senate has the right to modify any of the regulations from time to time. In emergency situations, the Director in capacity of the Chairman Senate, can exercise powers of the Senate and discharge the functions of the Senate. Such decisions must be reported to the Senate in its next meeting.

Structure (Scheme) of the proposed On-Campus M. Tech. Programme

S. No.	Sub. Code	Course/ Subject	L	T	P	TA	MSE	ESE	Total Marks	Credits
		First Semester								
			Periods / week			Exam Scheme				
1		Core	3	0	0	20	30	100	150	3
2		Core	3	0	0	20	30	100	150	3
3		Core	3	0	0	20	30	100	150	3
4		Elective	3	0	0	20	30	100	150	3
5		Elective	3	0	0	20	30	100	150	3
6		Lab with capstone project	0	0	4	25	25	50	100	2
7		Lab with capstone project	0	0	4	25	25	50	100	2
8		Seminar & Comprehensive	0	0	3	-	-	50	50	1
		Total	15	0	11	150	200	650	1000	20

S. No.	Sub. Code	Course/ Subject	L	T	P	TA	MSE	ESE	Total Marks	Credits
		Second Semester								
			Periods / week			Exam Scheme				
1		Core	3	0	0	20	30	100	150	3
2		Core	3	0	0	20	30	100	150	3
3		Core	3	0	0	20	30	100	150	3
4		Elective	3	0	0	20	30	100	150	3
5		Elective	3	0	0	20	30	100	150	3
6		Lab with capstone project	0	0	4	25	25	50	100	2
7		Lab with capstone project	0	0	4	25	25	50	100	2
8		Seminar & Comprehensive	0	0	3	-	-	50	50	1
		Total	15	0	11	150	200	650	1000	20

Third Semester										
S. No.	Sub. Code	Course/ Subject	Periods / week			Exam Scheme			Total Marks	Credits
			L	T	P	TA	MSE	ESE		
1		Seminar	0	0	4	-	-	100	100	2
2		Preliminary work on Dissertation	0	0	36	100	100	200	400	18
		Total	0	0	11	100	100	300	500	20

Fourth Semester										
S. No.	Sub. Code	Course/ Subject	Periods / week			Exam Scheme			Total Marks	Credits
			L	T	P	TA	MSE	ESE		
1		Seminar	0	0	4	-	-	100	100	2
2		Preliminary work on Dissertation	0	0	36	100	100	200	400	18
		Total	0	0	11	100	100	300	500	20