

ACADEMIC REGULATIONS

FOR

MCA (Master of Computer Applications)
(Three Year **Full Time** Programme)



MAHATMA GANDHI UNIVERSITY NALGONDA-508254
TELANGANA STATE



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**ACADEMIC REGULATIONS (WITH EFFECT FORM 2016-2017)
for CBCS Based M.C.A. (Full Time) Programme (Effective for the students admitted into I year
from the Academic Year 2016-17 and onwards)**

1.0 MCA:

MGU offers 3 year (6 semesters) full- time MCA.Degree Programme, under choice Based Credit System (CBCS) at its Constituent College MGU with effect from the Academic Year 2016-2017

2.0 Eligibility of Admission:

Admission to the above programme shall be made subject to the eligibility and qualifications prescribed by the College/University from time to time.

Admission shall be made on the basis of the merit rank obtained by the qualifying candidate at ICET for MBA/MCA conducted by the TSCHE subject to reservations as prescribed by the Government from time to time.

3.0 M.C.A. Programme Structure:

3.1 The M.C.A. Programme in MGU is of Semester Pattern, with 6 Semesters constituting 3 Academic Years, each Academic Year having TWO Semesters (First/Odd and Second/Even Semesters). Each Semester shall be of 22 Weeks duration (inclusive of Examinations), with a minimum of 90 Instructional Days per Semester.

3.2 UGC/ AICTE specified Definitions/ Descriptions are adopted appropriately for various terms and abbreviations used in these MCA - Academic Regulations.

3.2.1 Semester Scheme:

Each Semester having - 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)'. Choice Based Credit System (CBCS) and Credit Based Semester System (CBSS) as denoted are taken as 'references' for the present set of Regulations. The terms 'SUBJECT' or 'COURSE' imply the same meaning here, and refer to 'Theory Subject', or 'Lab Course', or 'Design/ Drawing Subject', or 'Seminar', or 'Comprehensive Viva', or 'Project', as the case may be.

3.2.2 Credit Courses:

All subjects (or courses) are to be registered by a student in a semester to earn Credits. Credits shall be assigned to each subject/Course in a L:TP:C (Lecture Period: Tutorial Periods : Practicals Periods : Credits) Structure, based on the following general pattern....

- One hour/week/Semester for Theory/Lecture(L) Courses: and,
- Two hours/Week/Semester for Laboratory/Practical (P) Courses or Tutorials (T).

Other student activities like Study Tour, Guest Lecture, Conference/Workshop Participations, Technical Paper Presentation etc., and identified Mandatory Courses if any, will not carry Credits.

3.2.3 Subject/Course Classification:

All Subjects/Courses offered for the MCA are broadly classified as : (a) Core Courses (CoC), and (b) Elective Courses (EC). Core Courses (CC) and Elective Courses (EC) are categorized as PS (Professional Subjects), which are further subdivided as – (i) PC (Professional/ Departmental Core) Subjects, (ii) PE (Professional/ Departmental Electives) , (iii) OE(open elective) (iv) Seminar, (v) Project Work (PW)

4.0 Course Work:

- 4.1 A Student, after securing admission, shall pursue and complete the M.C.A. in a minimum period of 3 Academic Years (6 Semesters), and within a maximum period of 6 Academic Years (starting from the Date of Commencement of I Year).
- 4.2 Each student shall Register for and Secure the specified number of Credits required for the completion and Award of the M.C.A.

5.0 Attendance Requirements:

- 5.1 A Student shall be eligible to appear for the End Semester Examination (SEE) of any Subject, if he acquires a minimum of 75% of attendance in that Semester.
- 5.2 A Student's Seminar Report and Seminar Presentation shall be eligible for evaluation, only if he ensures a minimum of 75% of his attendance in Seminar Presentation Classes during that Semester.
- 5.3 Condoning of shortage of attendance up to 10% (65% and above, and below 75%) in each Semester may be granted by the College Academic Council on genuine and valid grounds, based on the Student's representation with supporting evidence.
- 5.4 A stipulated fee per Semester shall be payable towards condoning of shortage of attendance.
- 5.5 Shortage of Attendance below 65% in any Semester shall in NO case be condoned.
- 5.6 A Student, whose shortage of attendance is not condoned in any any Semester, is considered as 'Detained in that semester", and is not eligible to take End Examination. (and in case of Seminars, his Seminar Report or Presentation are not eligible for evaluation) in that Semester.

6.0 Academic Requirements:

The following Academic Requirements have to be satisfied, in addition to the Attendance Requirements mentioned in Item No. 6.

- 6.1 A Student shall be deemed to have satisfied the Academic Requirements and earned the Credits allotted to each Subject/ Course, if he secures not less than 40% Marks (28 out of 70 Marks) in the End Semester Examination, and a minimum of 50% of Marks in the sum total of the CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades, this implies securing B Grade or above in that Subject.
- 6.2 A Student shall be deemed to have satisfied the Academic Requirements and earned the Credits allotted to - Seminar, if he secures not less than 50% of the total Marks to be awarded for each. The Student would be treated as failed, if he - (i) does not present the Seminar as required, or (ii) secures less than 50% of Marks (< 50 Marks) in Seminar.
- 6.3 When a student is detained due to shortage of attendance in any Semester, No Grade Allotment will be done for such Semester.
- 6.4 A Student eligible to appear in the End Semester Examination in any Subject, but absent at it or failed (failing to secure B Grade or above), may reappear for that Subject at the supplementary examination (SEE) as and when conducted. In such cases, his Internal Marks (CIE) assessed earlier for that Subject/ Course will be carried over, and added to the marks to be obtained in the supplementary examination (SEE), for evaluating his performance in that Subject.

7.0 Evaluation - Distribution and Weightage of Marks:

7.1 The performance of a Student in each Semester shall be evaluated Subject-wise (irrespective of Credits assigned) with a maximum of 100 Marks for Theory or Practicals or Seminar etc.

7.2

- a) For Theory Subjects, there shall be a Continuous Internal Evaluation (CIE) during the Semester for 30 Internal Marks, and 70 Marks are assigned for End Semester Examination (SEE), CIE Marks shall comprise of –Mid-Term Examination Marks (for 20 Marks), and Assignment Marks (for 10 Marks).
- b) During the Semester, there shall be 2 Mid-Term examinations. Each Mid-Term examination shall be for 20 Marks (with 60 minutes duration).
- c) Pattern of internal evaluation in UG Core and Elective papers (4 and 5 credit courses / papers) is two internal assessment tests of 20 (10 × 2) marks each to be averaged. Each internal assessment question paper consists of 10 Concepts/Short answer Questions of two marks each i.e 10×2=20 Marks.
- d) Two Internal Assessment / Examinations should be conducted per paper per semester without any retest. Average of two tests to be taken.
- e) The Internal Assessment test shall be conducted as per the schedule prescribed by the University. In case a candidate fails to appear for the test for whatever reasons, he/she will be deemed to be detained. However, relaxation is given to conduct retest before last date of the semester in case of absentee due to acute medical reasons and natural calamities.
- f) The evaluated answer books should be shown to the student concerned and obtain the counter signature of the student.

7.3 For Practical Subjects, there shall be a Continuous Internal Evaluation (CIE) during the Semester for 25 Internal Marks, and 50 Marks are assigned for Lab/Practicals End Semester Examination (SEE). Out of the 25 Marks for Internals, day-to-day work assessment in the laboratory shall be evaluated for 10 Marks: and the performance in an internal Lab/Practicals shall be conducted at the end of the semester by concerned Lab. Teacher and another faculty member of the same Department as assigned by the Head of the Department.

7.4 Every MCA Student shall be required to execute his M.C.A Project, under the guidance of the Supervisor assigned to him by the Head of Department. The MCA Project shall start immediately after the completion of the II Year II Semester, and shall continue through III Year I and II Semesters. The Student shall carry out the literature survey, select an appropriate topic and submit a Project Proposal within 6 weeks (immediately after his II Year II Semester End Examinations), for approval by the Project Review Committee (PRC). The PRC shall be constituted by the Head of Department, and shall consist of the Head of Department, Project Supervisor, and a Senior Faculty Member of the Department. The Student shall present his Project Work Proposal to the PRC (PRC-I Presentation), on whose approval he can 'REGISTER for the PG Project'. Every student must compulsorily register for his M.C.A Project Work, within the 6 weeks of time frame as specified above. After Registration, the Student shall carry out his work, and continually submit 'a fortnightly progress report' to his supervisor throughout the Project period. The PRC-II and PRC-III Presentations-one at the end of the III Year I Semester, and one before the submission of M.C.A Project Work Report/Dissertation.

7.5

- a) The Student shall be allowed to submit his Project Dissertation, only on the successful completion of all the prescribed PG Subjects (Theory and Labs.), Seminar, (securing B Grade or above), and after obtaining all approvals from PRC. In such cases, the M.C.A. Dissertations will be sent to an External Examiner nominated by the Principal of the College, on whose 'approval', the Student can appear for the M.C.A. Project Viva-voce

Examination, which shall be conducted by a Board, consisting of the PG Project Supervisor, Head of the Department, and the External Examiner who adjudicated the M.C.A. Project Work and Dissertation. The Board shall jointly declare the Project Work Performance as 'satisfactory', or 'unsatisfactory'; and in successful cases, the External Examiner shall evaluate the Student's Project Work presentation and performance.

- b) If the adjudication report of the External Examiner is not favourable, then the Student shall revise and resubmit his Dissertation after one Semester, or as per the time specified by the External Examiner and / or the PRC. If the resubmitted report is again evaluated by the External Examiner as 'not favorable', then that Dissertation will be summarily rejected. Subsequent actions for such Dissertations may be considered, only on the specific recommendations of the External Examiner and/ or PRC.
- c) In cases, where the Board declared the Project Work Performance as 'unsatisfactory', the Student is deemed to have failed in the Project Viva-voce Examination, and he has to reappear for the Viva-voce Examination as per the Board recommendations. If he fails in the second Viva-voce Examination also, he will not be considered eligible for the Award of the Degree, unless he is asked to revise and resubmit his Project Work by the Board within a specified time period (within 6 years from the date of commencement of his I Year I Semester).

8.0 Re-Admission / Re-Registration:

8.1 Re-Admission for Discontinued Students:

Students, who have discontinued the M.C.A. Degree Programme due to any reasons what so ever, may be considered for 'Readmission' into the same Degree Programme (with same specialization) with the Academic Regulations of the Batch into which he gets readmitted, with prior permission from the concerned authorities.

8.2 Re-Registration for Detained Students:

When any Student is detained due to shortage of attendance in any Semester, he may be permitted to re-register for the same Semester in the next academic year with the Academic Regulations of the Batch into which he seeks re-registration with prior permission from the concerned authorities.

9.0 RULES OF PROMOTION

Rules of promotion are as under:

S.No.	Semester / Class	Conditions to be fulfilled for Promotion
1	From I Semester to II Semester	Regular Programme of study of MCA I semester
	From II semester to III semester	a) Regular Programme of study of MCA II Semester b) Must have earned atleast 50 % of credits prescribed for MCA I Semester and II Semester put together.
2	From III Semester to IV Semester	Regular Programme of study of MCA III semester
3	From IV Semester to V Semester	a) Regular Programme of study of MCA IV Semester b) No. of backlogs, if any of MCA I,II ,III and IV semester put together shall not exceed 50% of the total number of credits prescribed for the MCA III & IV Semester
4	From V Semester to VI Semester	Regular Programme of study of MCA V semester

*Note:

1. If the candidate is having more than permitted number of credits as backlogs the candidate will be detained. The candidate who wishes to take readmission into the year in which the candidate is detained has to pay the total tuition fee of that year and all the credits earned during that year shall become null and void.
2. If the number of credits permitted as backlogs turned to be fraction the credits are rounded to next higher digit.

10.0. GRADING SYSTEM

As a measure of the student's performance, a 10-point Absolute Grading System using the following Letter Grades (UGC Guidelines) and corresponding percentage of marks shall be followed:

<i>% of Marks Secured (Class Intervals)</i>	<i>Letter Grade (UGC Guidelines)</i>	<i>Grade Points</i>
80% and above (≥ 80% , ≤ 100%)	O (Outstanding)	10
Below 80% but not less than 70% (≥ 70% , < 80%)	A ⁺ (Excellent)	9
Below 70% but not less than 60% (≥ 60% , < 70%)	A (Very Good)	8
Below 60% but not less than 55% (≥ 55% , < 60%)	B ⁺ (Good)	7
Below 55% but not less than 50% (≥ 50% , < 55%)	B (above Average)	6
Below 50% (< 50%)	F (FAIL)	0
Absent	Ab	0

Candidates who have passed all the examinations of the MCA Degree Programme shall be awarded Division in accordance with the grades secured by them in all the Six Semesters taken together, including the sessional marks secured in those Semesters. The grade secured shall be shown in the memorandum of marks as per the performance in SEE including CIE. A minimum Cumulative Grade Point Average (CGPA) of 5.0 is required for the award of Degree. The consolidated memorandum of marks will reflect the credits / grade scored in each subject.

Semester Grade Point Average (SGPA) & CGPA Calculations:

$$(a) \quad SGPA = \frac{\sum (\text{Letter Grade Point} \times \text{Credits})}{\sum \text{Credits}}$$

SGPA is calculated upto second decimal point

SGPA is calculated only when all subjects in that semester are Passed.

$$(b) \quad CGPA = \frac{\sum (SGPA \times \text{Total Credits})}{\text{Total Credits}}$$

CGPA is calculated upto second decimal point

CGPA is calculated only when total credits earned are equal to total credits prescribed as per scheme up to a Semester in which the candidate has last appeared for SEE.

**Non credited (Mandatory) courses are not included for computing SGPA/CGPA.*

11.0. AWARD OF DEGREE

The degree of Master Of Computer Applications will be conferred on candidate who has pursued a regular Programme of study of three academic years as hereinafter prescribed in the scheme of instruction and has passed all the examinations as prescribed in the scheme of examinations

1. Award of Division

CGPA	Division
7.5 and above	First Class with Distinction
6.5 and above but less than 7.5	First Class
5.5 and above but less than 6.5	Second Class
5.0 and above but less than 5.5	Pass Class

In awarding the distinction, the additional marks obtained through improvement will not be considered.

A student with final CGPA (at the end of the PGP) < 5.00 will not be eligible for the Award of Degree.

12.0 Withholding of Results:

12.1 If a Student has not paid fees to University/College at any stage, or has pending dues against his name due to any reason whatsoever, or if any case of indiscipline is pending against him, the result of the Student may be withheld, and he will not be allowed to go into the next higher Semester. The Award or issue of the Degree may also be withheld in such cases.

13.0 Transitory Regulations:

13.1 A Student - who has discontinued for any reason, or who has been detained for want of attendance as specified, or who has failed after having undergone M.C.A, may be considered eligible for readmission to the M.C.A with same set of Subjects/ Courses (or equivalent Subjects/ Courses as the case may be), and same Professional Electives (or from same set/category of Electives or equivalents as suggested), as and when they are offered (within the time-frame of 6 years from the Date of Commencement of his I Year I Semester).

14 GENERAL:

- **Credit:** A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work/field work per week.
- **Credit Point:** It is the product of grade point and number of credits for a course.
- The Academic Regulations should be read as a whole for the purpose of any interpretation.
- The University/College reserves the right of altering the Academic Regulations and/or Syllabus/Course Structure, as and when necessary. The modifications or amendments may be applicable to all the candidates on rolls, as specified by the University/College.
- Wherever the words 'he' or 'him' or 'his' occur in the above regulations, they will also include 'she' or 'her' or 'hers'.
- Wherever the word 'Subject' occurs in the above regulations, it implies the 'Theory Subject', 'Practical Subject' or 'Lab.' and 'Seminar'.
- In case of any ambiguity or doubt in the interpretations of the above regulations, the decision of the Vice-Chancellor will be final.
