

Academic Regulations
B. Des. Programme - 2018



Faculty of Art & Design
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Academic Regulations for B. Des. Programme

(Applicable for 2018 Batch onwards)

U.1 Short Title and Commencement

- a. The Regulations listed under this head are common for all disciplines of Bachelor of Design (B. Des.) programmes offered by the University.
- b. The Regulations hereunder are subject to amendments by the Academic Council of the University, from time to time, after obtaining approval of the Board of Management. Such amendments will be effective from such date and apply to such batches of candidates, including those already undergoing the programme, as may be determined by the Academic Council.

U.2 Definitions

- a. "Branch" means a discipline of design under the B. Des., Degree Programme (e.g. Product Design, Visual Communication, Fashion Design);
- b. "Programme" means a set of courses a student is required to successfully complete to become eligible for award of the B. Des. degree;
- c. "Programme specifications" mean the document that describes the educational aims, programme objectives, learning outcomes and the detailed programme structure for each Programme;
- d. "Commission" means the University Grants Commission (UGC);
- e. "University" means the M. S. Ramaiah University of Applied Sciences (MSRUAS);
- f. "Faculty" means the Academic Units of the University offering various academic programmes (e.g. Faculty of Art & Design);
- g. "Department" means an academic unit, under a Faculty, responsible for delivering the programme (e.g. Department of Industrial Design, Department of Fashion Design);
- h. "Course" means a subject, either theory or practical or both, listed under a programme;
- i. "Course Specifications" mean the document that describes the title, the learning outcomes, syllabus, teaching and learning methods and assessment methodology for each course;
- j. "Statutes" mean the MSRUAS Statutes;
- k. "Answer scripts" means test, assignment or examination answer sheet or booklet.

U.3 Academic Programme

U.3.1 Nomenclature of the Programme

The nomenclature and the abbreviation given below shall be used for this Programme of the University:

(i) Bachelor of Design (B. Des.)

In addition, the branch or discipline of design, if any, shall be indicated in brackets after the abbreviation. For example, the design Degree in Product Design programme will be abbreviated as “B. Des. (Product Design)”.

U.3.2 Medium of Instruction

The medium of instruction for the Programme is English.

U.3.3 Programmes Offered

The University offers the Bachelor of Design (B. Des.) Degree Programme in:

1. Product Design
2. Visual Communication
3. Fashion Design

U.3.4 Study Scheme

The University follows the semester scheme for the Programme.

U.3.5 Academic Calendar

The academic calendar will be synchronized with the admission notification and allotment of candidates by the Government of Karnataka in each academic year. The details of the academic calendar are given in **Annexure – 1**.

U.4 Programme Duration

U.4.1 Normal Duration

The normal duration of the Programme is four years.

Such of those students who complete only the first three years of B. Des. in Fashion Design will be awarded B. Sc. in Fashion Design.

U.4.2 Maximum Duration

The maximum duration a student can take to complete the Programme is double the normal duration. i.e., Eight years.

U.4.3 Duration for Lateral Entry Scheme

A student admitted directly to the third semester, under lateral entry scheme, shall complete the programme within a period of three academic years from the date of first admission to

the Programme. However, the maximum period permitted is double the normal duration of the Programme, i.e., six years from the date of first admission to the Programme.

U.5 Admissions

U.5.1 Admission of Students

Admission of students to various programmes listed under Section U.3.3 shall be made by the University as explained in the Prospectus or Notification issued before the commencement of each academic year.

U.5.2 Eligibility

- a. Eligibility for Karnataka students seeking admission under Government of Karnataka quota:

Candidates for admission to the Programme shall meet the eligibility criteria as described in Table-1.

Sl. No	Programme / Branch	Eligibility
1.	Product Design	a. A pass at Pre-University level or equivalent
2.	Visual Communication	b. Any 3 year Diploma awarded by any State Board.
3.	Fashion Design	a. A pass at Pre-University level or equivalent b. Any 3 year Diploma awarded by State Board (However Diploma holders of Fashion Design / Apparel Design and Fabrication Technology (ADFT) / Handloom Technology / Textile Technology or allied discipline can opt for lateral entry)

- b. Eligibility for Indian students seeking admission:
- i. A pass at Pre-University level or equivalent is required for admission
 - ii. Any 3 years Diploma awarded by any State Board
- c. Eligibility for foreign students seeking admission:
- i. Foreign students should have a pass at pre University level or equivalent qualification approved by Association of Indian Universities
 - ii. Should have proof of proficiency in English
- d. Lateral Entry Scheme
- A pass at 3 year Diploma awarded by any Central or State Technical Boards (Fashion Design/ Apparel Design and Fabrication Technology / Handloom Technology / Textile

Technology or allied discipline) is required for admission to lateral entry into second year B. Des. Fashion Design.

U.5.3 Selection of Students

Selection of students for admission under Government of Karnataka will be based on Karnataka Government Notified Admission Test

Selection of other Indian students for admission is based on the admission policy of the University notified from time to time.

Selection of foreign students for admission is based on the admission policy of the University notified from time to time.

U.5.4 Admission to Programme

The selected candidates shall complete the admission procedure within the prescribed date by paying the prescribed fees and completing all other admission formalities notified by the University. Failure to do so may lead to cancellation of the selection.

U.5.5 Annual Programme Fee

Details of the fees payable for each Programme will be notified well in advance to the commencement of the Programme.

The fees, once paid, will not be refunded under any circumstances.

The continuation of a student's registration in subsequent academic years is subject to payment of the prescribed programme and registration fees for each of those years as well as the promotion to higher semesters as per the promotion criteria.

U.5.6 Free-ships and Scholarships

The Board of Management, in consultation with the Board of Governors, may consider offering free-ships / scholarships to deserving students who maintain a minimum level of academic performance on a yearly basis.

U.6 Credits

U.6.1 Credit Definition

- a. For theory classes: 1 credit is equivalent to 15 contact hours.
- b. For laboratory / field work / workshops / project work and allied activities: 1 credit is equivalent to 30 contact hours.

U.6.2 Typical Credit Structure

A typical Credit Structure for Programme work is given in Table-2.

Lectures (L)	Tutorials (T)	Practical (P)	Credits (L:T:P)	Total Credits	Total Contact Hours
4	2	0	4:1:0	5	6
3	2	0	3:1:0	4	5
3	0	2	3:0:1	4	5
2	2	2	2:1:1	4	6
0	0	6	0:0:3	3	6
4	0	0	4:0:0	4	4
2	0	0	2:0:0	2	2

U.6.3 Credit Requirements

- I. The total number of credits required to be earned by a Regular student to qualify for award of the B. Des., degree is shown in Table-3:

Programme	Normal duration		Total number of credits to be earned
	Years	Semester	
B. Des.	4	8	200

II. Registration of Courses during a semester

Each academic year is divided into two Regular Semesters, Semester 1 and Semester 2, of 20 weeks' duration each and a Summer Semester of 10 weeks' duration.

A regular student is normally required to earn a total of 200 credits over 8 regular semesters spread over 4 years and averaging 25 credits in each semester such that the contact hours are around 35 hours per week. The credits to be earned by Lateral Entry students are 152 plus such other credits required to be earned and prescribed at the time of admission.

The prescribed maximum and minimum number of credits for each semester is available in the **Programme Specification** document. A student has the option of registering either for the specified number of credits in each semester or a minimum number of credits.

III. Withdrawal in a semester

Registered students may, with the prior approval of the Proctor and within the first 5 weeks of the semester, can withdraw one or more courses in that Semester provided always that he/she is registered for the stipulated, minimum number of credits.

IV. Summer Semester

A Summer Semester is of half the duration of a Regular Semester and a student can register for a maximum of 18 credits. These 18 credits do not include the credits of Ability Enhancement Compulsory Courses.

Students who have not met the attendance and CE requirements in certain courses during the Regular Semester(s) can register for a Summer Semester to make up for the credit deficiency.

Students who had not registered for the prescribed number of credits in the Regular Semester(s) can also register in a Summer Semester to make up the shortfall in credits.

All students registering for courses during a Summer Semester are required to pay the prescribed fees in addition to the annual fees.

U.7 Curriculum

The curriculum includes the

1. **Programme Specifications** document where the programme aims, objectives, learning outcomes of the programme and the detailed programme structure are described;
2. **Course Specifications** document which contains the course title, learning outcomes, syllabus, teaching and learning methods and the assessment methodology for each of the courses.

U.7.1 Development of Programme Curriculum

The Dean of the Faculty is required to establish a Board of Studies in a Department that proposes to offer B. Des., Degree programme. The Board of Studies (BoS) comprises a team of faculty members under the Chairmanship of a Faculty member. The Chair and the members of BoS are nominated by the Dean of the Faculty. The BoS is responsible for formulating the curriculum of various courses for each B. Des., Degree programme offered by that Department. The BoS is also required to seek and obtain the opinion of external academic and industry experts on the curriculum so formulated. The curriculum is then presented to the Academic Council for its approval before the programme is offered by the University.

The curriculum for every programme is reviewed by the BoS once in every 4 years i.e. after one complete delivery cycle and seek the approval of the Academic Council. The BoS is also required to review the course notes prepared by the members of the Faculty for every course, in every Programme, before delivering the course. A member of the Faculty who

formulates the curriculum of a course, delivers and assesses students undergoing that course is known as “**Course Leader**”.

U.7.2 Curriculum Framework

The curriculum framework for the Programme is given in **Annexure - 2**.

U.7.3 Minor programme

A Minor Programme is an additional programme of study of choice pursued along with main degree programme that can be registered by a candidate with the University. University offers a Minor Programme to meet the aspirations level of high performing students.

Programme Structure:

A Minor Programme is a 24 credit programme in a specific subject area offered during summer semesters over a period of 3 years (Table-4). It is expected that a candidate who has opted for a Minor programme need to complete 8 credits in each summer semester.

Sr.no.	Summer Semester	Credits X No. of Courses	Total Credits per year
1	2 nd year	4 X 2	8
2	3 rd year	4 X 2	8
3	4 th year	4 X 2	8
Total			24

Eligibility: A student is eligible to register only if he or she does not have any backlogs of the main degree programme.

Registration: Those students who have successfully earned defined number of credits for first to fourth semester can register for the Minor Programme. Eligible student should register to Minor Programme by submitting prescribed application form to admission section of the Faculty and pay prescribed fee.

Progression in Minor Programmes is subjected to earning credits in the semesters of the main degree. Any failure in the prescribed courses of the main degree will be deterrent for further progression in minor.

Certification: The minor programme completed by a candidate will be mentioned in the Degree Certificate awarded for successful completion of the main degree programme, the candidate had registered for. Successfully completing a Minor should not be mistaken for an additional degree, it is just an additional qualification and a grade card will be issued to this effect with Minor Programme of Study mentioned in the Degree Certificate. A Minor

Programme needs to be completed before the award of main degree registered for, since it is required to be mentioned in the degree certificate. If the minor programme is not completed before the award of the main degree, only a grade card will be issued and no mention of Minor programme will be made in the degree certificate.

A candidate will never be allowed to demand for a new degree certificate with minor programme mentioned, if the programme is completed after the main degree has been awarded and certificate has been issued.

Refer to 'Programme Specification- Minor Programme' on website

U.8 Programme Delivery

The courses under each programme are delivered in accordance with the time table provided at the beginning of the semester. The delivery of a theory course may include but is not limited to:

1. Face-to-Face Lectures using Audio-Visuals
2. Workshops
3. Demonstrations
4. Guest Lectures
5. Industry Visit

Typically, a laboratory practice session is scheduled based on the number of credits it carries. Normally one credit over the semester is equal to 30 hours. Laboratory work is normally delivered through a combination of instructions and demonstrations and is followed by student work.

Students are also required to carry out project work which forms part of the curriculum. The details of student project execution and assessment are available in the **Course Specifications**.

U.8.1 Attendance Requirement

- Considering the programme work load, students are advised to attend all classes conducted during a semester. The mandatory minimum attendance is 80% of the classes in each of the courses in a given semester. The student will not be allowed to appear for SEE if the attendance requirement is not met with.
- However, a shortfall in attendance, up to a maximum of 10%, may be condoned by the Dean of the Faculty under special circumstances like medical emergencies, participation in sports, cultural activities, seminars, workshops and paper

presentation etc. at the State, National or International level representing the University or any other acceptable emergency situations and with the prior permission of the concerned HOD and intimation to his/her Proctor.

- The basis for calculation of attendance shall be the period prescribed by the University in its annual calendar of events.
- For first semester students attendance is computed from the date of registration to the programme.
- If a student does not fulfil the attendance requirements in any course he/she is not permitted to attend the Semester End Examination (SEE) in that course and is deemed to have failed in that course. The student is required to Re-register to the course.

U.9 Assessment

U.9.1 Achievement Testing

During each semester students' performance is assessed through Continuous Evaluation (CE) and a Semester End Examination (SEE). Both CE and SEE carry equal weight.

1. Continuous Evaluation (CE):

This includes term tests, assignments, viva-voce, quiz, seminars, mini projects and other such evaluation methods designed for specific courses and conducted as per the norms of the University for Assessment.

2. Semester End Examination (SEE):

This includes a written and / or laboratory examination conducted as per the norms of the University for Assessment.

3. Students appearing for **Summer Semester** courses are assessed through CE and SEE, However CE component will be assessed through one assignment & one term test as the duration of the Summer Semester happens to be half the regular semester.

U.9.2 Examiners

The Faculty Dean constitutes a **Board of Examiners (BoE)** for the purpose of assessment of students' performance. The BoE, comprising Internal and External examiners, is headed by a Chairman. Normally, the Head of the Department offering the programme is the Chairman of

BoE or any Professor of the Department nominated by the Dean. The Board of Examiners (BoE) is responsible for:

- Setting and review of CE / SEE question papers and evaluation of answer scripts
- Setting and review of Assignments and evaluation
- Laboratory/Workshop/Studio/Project/Internship assessment
- Supervision of Written Examinations and Conducting Laboratory Examinations

U.9.2.1 Internal Examiner

The course leader is responsible for the setting of question papers for both CE and SEE, supervision of the examinations and valuation of the answer scripts, as described in the Programme Specifications as well as Course Specifications. The course leader becomes the internal examiner for that course. The question papers and assignments, set for each course, are reviewed and approved by the BoE and Quality Team.

U.9.2.2 Second Examiner

All answer scripts are reviewed by a Second examiner. (As per the details available in Programme Operations Manual)

U.9.2.3 External Examiner

It is mandatory to have at least 1 examiner per programme, per semester who is external to the University i.e. an External examiner. The External examiner is required to review at least 10% of the evaluated answer scripts of all the courses offered in a semester to confirm adherence to the prescribed academic standards. External Examiners also act as members of SAB and PAB. An External examiner will have an initial tenure of up to 4 years which can be renewed for a further period of up to 4 years.

U.9.2.4 Marking System

The University follows the absolute marking system and grades are awarded based on the marks.

U.9.2.5 Rounding Off Policy

The rounding off policy is as below:

The values of attendance percentage, Component-1 and Component-2 marks are to be 'rounded up' to the nearest integers.

The SGPA and CGPA values are to be 'rounded off' up to two decimal places.

U.9.3 Pass Criterion and Earning of Credits

U.9.3.1 Pass Criterion

A student is required to score a minimum of 40% marks in each course, as prescribed in the respective course specification document.

U.9.3.2 Earning of Credits

A student shall be considered to have successfully completed a course and earned the credit(s) if he/she has passed the course.

U.9.4 Failure to Earn Credits in a Course and Opportunities for Make-up

A student will be declared "Failed" in a course and indicated as 'RS' (Re-Sit) or 'RR' (Re-Registration) in the Transcript under the following circumstances:

1. Not scoring a minimum of 40 % in SEE although he/she has satisfied attendance and CE requirements ;
2. Is absent for SEE but has satisfied attendance and CE requirements;
3. Has not scored a minimum of 40 % in CE but has satisfied the attendance requirement (not eligible for SEE);
4. Has scored at least 40 % in CE but has not satisfied the attendance requirement at the end of the semester (Note: Such a student is not eligible to appear for SEE and the student's CE score will be made null and void).

Students are given the following opportunities for passing a failed course and earn credits:

1. Students in above categories 1 and 2 (declared as **RS** category) shall appear for the SEE alone in the next opportunity (regular or summer semester) provided.
2. Students in above categories 3 and 4 (declared as **RR** category) will register for the failed course during any future offerings (regular or summer semester) and satisfy the attendance, CE and SEE requirements for passing a course.

For Ability Enhancement Compulsory Courses:

A student will be declared "Failed" in a course and indicated as 'RS' (Re-Sit) or 'RR' (Re-Registration) in the Transcript under the following circumstances:

1. Not satisfied the attendance requirement (not eligible for SEE)
2. Satisfied attendance requirement but remained absent for SEE

3. Satisfied attendance requirement but scoring less than 40% marks in CE and SEE together

Students are given the following opportunities for passing a failed course and earn credits:

1. Students in above category 1 (declared as **RR** category) will register for the failed course during any future offerings (regular or summer semester) and satisfy the attendance, 40% marks in CE and SEE together for passing a course.
2. Students in above categories 2 and 3 (declared as **RS** category) shall appear for the SEE alone in the next opportunity (regular or summer semester) provided

Note:

- If a student re-registers for any course, the earlier results in that course will be treated as null and void and the course will be considered as withdrawn.
- Students registering for Re-sit or Re-Registration will have to do so by paying prescribed fees and submitting an application to E&A section. The limit on number of credits for 'RR' is as per the norms of the University.

U.9.5 Promotion Criterion

1. A student is permitted to carry-over all the courses from a given regular, odd semester to the next regular even semester.
2. A student can be promoted to the next academic year with a maximum of 16 credits of backlog from previous academic year. The 16 credits exclude credits of "AECC".
3. A student will be promoted to the third year provided the student has passed all the core courses of the first year of study
4. A student will be promoted to the fourth year provided the student has passed all the core courses of the second year of study

Ability Enhancement Compulsory Courses (AECC):

List of Courses as mentioned below in Table-5 are required to be successfully completed by earning credits for award of the Degree. However, these courses will not be considered for calculation of SGPA and CGPA and credits of these courses will not be taken into account for promotion from one year to another year.

Table - 5: B. Des., in Product Design, Visual Communication and Fashion Design			
Sl. No	Course Code	Course Title	Credits
1	HSC101B	Sociology and Elements of Indian History	2
2	HSS102B	Economics for Designers	2
3	MSC201A	Environmental Studies	2
4	HSS201A	Law for Designers	2
5	MCC202A	Human Rights and Legislative Procedures	2
6	HSS301B	Business Communication and Presentation Skills	2
Total Credits			12

The above courses need to be successfully completed:

1. While pursuing a given semester during which the course appears in the list of courses offered during the semester
2. Register during a Summer Semester
3. Re-Sit for Examination with other batches or during Summer Semester provided attendance criterion is met

In the above courses, a student is required to score a minimum of 40% for pass combining the marks of Continuous Evaluation (CE) and Semester End Examination (SEE).

U.9.6 Programme Quality Monitoring

U.9.6.1 Staff Student Consultative Committee

The Staff-Student Consultative Committee looks into the quality of the programmes delivered by each Faculty. The committee comprises the Dean, Academic Registrar (Faculty), Administrative Registrar (Faculty), HODs, Class Representatives and other member(s) invited by the Dean. Committee meetings are scheduled during the middle of each semester.

During the committee meetings the following issues are discussed and suitable action plans are initiated:

- a. Student Academic issues
 - I. Curriculum
 - II. Programme Delivery
 - III. Test and Assignment and their Assessment
- b. Student Teaching and Learning Support
 - I. Programme Operations
 - II. Library

- III. ICT
- IV. Laboratories & Workshops
- c. Student Amenities
 - I. Hostel & Cafeteria
 - II. Sports & Recreation
- d. Any other matter with the permission of the Chair

U.9.6.2 Subject Assessment Board (SAB)

SAB meetings are normally chaired by the Dean of the concerned Faculty. The Heads of Departments, Internal and External Examiners and an Observer nominated by the Vice Chancellor are the other members of SAB. The Subject Assessment Board meets at the end of each semester to review the assessed work for each course. The Board objectively examines the course delivery, examination and evaluation processes to ensure that academic standards are met, based on the data compiled for the Semester. The most important task is to review the standard of assessment and its comparability across courses. The Subject Assessment Board will confirm course marks after completing its review. Once the marks have been confirmed by SAB the records will be placed before the PAB for approval / ratification.

U.9.6.3 Programme Assessment Board (PAB)

PAB meetings are normally chaired by the Dean of the concerned Faculty. The Heads of Departments, Internal and External Examiners and an Observer nominated by the Vice Chancellor are the other members of PAB. The Programme Assessment Board meets at the end of each semester. The purpose of the Programme Assessment Board is to make decisions on progression and Degree award for all students registered for the named Programme for which the Board is responsible. In reaching a decision on progression or an award, the Board must consider the overall performance of the student. The overall performance of the student is made up of the course marks which have been confirmed by the Subject Assessment Board.

U.9.7 Academic Awards

U.9.7.1 Award of Grades

Students will be awarded Grades based on marks scored. The basis for awarding Grades is shown in Table – 6.

Sl. No.	Marks Scored	Grading	GPA Grade Points
1.	90.1 – 100	O (Outstanding)	10
2.	80.1 – 90	A+ (Excellent)	9
3.	70.1 – 80	A (Very Good)	8
4.	60.1 – 70	B+ (Good)	7
5.	55.1 – 60	B (Above Average)	6
6.	50.1 – 55	C (Average)	5
7.	40 – 50	P (Pass)	4
8.	Below 40	F (Fail/Absent) = RS : Re-Sit RR : Re-Registration	0

Computation of SGPA and CGPA

$$SGPA (S_i) = \Sigma (C_i * G_i) / \Sigma C_i$$

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.

$$CGPA = \Sigma (C_i * S_i) / \Sigma C_i$$

Where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

Note: "AECC" courses will not be considered for SGPA and CGPA computation.

U.9.7.2 Announcement of Results

The office of the Academic Registrar (Faculty) will announce the results of the students during a given semester on the Faculty notice board.

U.9.7.3 Re-evaluation of SEE

Students can apply for re-evaluation of SEE answer scripts on paying the fees prescribed within six working days after the announcement of results.

Re-evaluation is not applicable for laboratory examination.

The marks obtained after re-evaluation is the final marks scored by the student in that course in that attempt. Under no circumstances the re-evaluation fees is refunded to the student.

U.9.7.4 Withholding of Results

Students' results may be withheld, if the student:

1. Has been subjected to disciplinary action and a decision is pending;
2. Is in debt to the University;

3. Has failed to meet the academic requirements

All pending results will be announced as soon as the issue in question is resolved to the satisfaction of the University.

U.9.7.5 Transcript of Learning and Achievement

Every student will be issued a Statement of Learning and Achievement (Transcript/Marks card) at the end of each semester.

Request for consolidated statement of Learning and Achievement (Transcript/Marks card) of any semester will be issued on request by the students on payment of prescribed fee.

A consolidated Grade Card of all semesters will be issued during the convocation along with the degree certificate.

The Consolidated Marks Card of all semesters will be issued only on request by the students on payment of prescribed fee.

The above documents will bear the signature (facsimile) of the Academic Registrar of the University.

U.9.7.6 Degree Certificate

The Degree Certificate, issued under the University Seal, will have the student's name, University roll number, name of the degree awarded.

The Degree Certificate will bear the signature (facsimile) of the Vice-Chancellor.

U.9.7.7 Provisional Degree Certificate

A Provisional Degree Certificate will be issued by the office of Academic Registrar-University, only on request by the students on payment of prescribed fee. The Provisional Degree Certificate will bear the signatures (facsimiles) of the Registrar and Academic Registrar of the University.

U.9.7.8 Convocation

A Convocation ceremony will be held once every year. Students will be conferred their Degree by the Vice –Chancellor or his / her nominee (normally the Dean of the concerned Faculty) during the convocation ceremony. The degree will be awarded in the presence of the University's Mace.

Graduating students who are unable to attend the convocation, in person, can apply for award of the degree *in absentia* after paying the prescribed fee.

U.10 Other Academic Matters

U.10.1 Credit Framework for Online Courses

The students can complete up to 12 credits through online education such as SWAYAM route and an international online platform like coursera.org, uredit.com, udacity.com, or edx.com.

Courses: The courses can be from:

1. Professional Elective Group but not limited to the list of Professional Elective Courses specified by the department.
2. Open Elective Group but not limited to the list of Open Elective Courses specified by the University.

Registration: Students are required to register with the permitted online platform organization of their choice for the courses on approval by the respective HOD.

Assessment: The registered students are required to undergo assessment specified by the online platform.

Submission of Completion Certificate: The student should submit the course completion certificate with grades/marks awarded to the concerned Faculty Academic Registrar.

Awarding of Grade: In case of "Grade" not awarded by the course offering institution/platform Course Leaders will be conducting an assessment in consultation with HOD/ Dean/ Academic Registrar (Faculty) to award grade.

U.10.2 Student Transfers / Migration

Students can seek a transfer from one branch to another branch of the same Faculty in the University at the beginning of the second year (i.e. third semester) after obtaining the necessary approvals in this regard. Such transfers will be considered subject to vacancies being available in the desired branch and as per change of branch guidelines.

Migration of students from another Institution/University to the University may be accepted if there are vacancies available in the requested programme and subject to the submission of a **No Objection Certificate** from the Institution/University the student is presently studying in and meeting the programme requirements. In such matters, the decision of the Academic Equivalence Committee will be final.

Students who would like to migrate to another University/Institution will be required to obtain a **No Objection Certificate** from the University

U.10.3 University Awards

The University may recognize meritorious performance of students by conferring various awards. These awards will be presented to students during the convocation.

U.10.4 Donor Awards

For the award of prizes and medals instituted by donors the conditions stipulated by the donors will be considered by the Board of Management.

U.10.5 Corrections in Statement of Learning and Achievement and Certificates

Students can apply for corrections in any transcript/marks card and degree certificate issued by the University within six months from the date of issue.

U.10.6 Duplicate Transcripts and Degree Certificate

In the event of a student losing the original transcripts or degree certificate, he/she can apply for the issue of re-printed documents. Re-printed transcripts will be issued against payment of the prescribed fee. The reprints will carry the caption "Duplicate".

U.10.7 Termination from the Programme

A student will be required to withdraw from the Programme and leave the University on the following grounds:

1. Failure to earn the required number of credits within the prescribed maximum number of attempts;
2. Absence for two or more semesters, in succession, during any part of the programme without prior approval;
3. Failure to meet the standards of discipline prescribed by the University from time to time;
4. Failure to complete the Programme within the prescribed maximum duration permitted by the University's Regulations.

U.10.8 Conduct and Discipline

The provision relating to discipline and code of conduct that applies to every member of the University is as described in Chapter 8 of the MSRUAS Statutes.

U.10.9 Intellectual Property

The provision governing Intellectual Property that is generated by a member of the University is as described in Chapter 9 of the MSRUAS Statutes.

U.11 Amendments to the Academic Regulations

Any other issues not covered in this document will be referred to Academic Council. The decision of the Academic Council in such matters shall be final. These Regulations may be amended from time to time by the Academic Council and approved by Board of Management.



All concerned are strongly urged to ensure their understanding of the Academic Regulations and time to time amendments thereof.

Consequences resulting out of failure to read and understand the Academic Regulations shall rest only with the individual concerned.



Annexure - 1

The details of the academic year are given in Table – 7.

Table – 7 Academic Year																				
Sl. No	Description	Remarks																		
1	Number of semesters in a year	Three semesters (Two regular and one Summer semester)																		
2	Semester duration in weeks	20 weeks each for regular semesters (Odd/Even) and 10 weeks in case of Summer Semester																		
3	Typical academic activities in weeks	Regular semester: <table border="1" style="margin-left: 20px;"> <tr> <td>Registration and Induction</td> <td>0.5 week</td> </tr> <tr> <td>Programme Work</td> <td>14.5 weeks</td> </tr> <tr> <td>Examination Preparation</td> <td>1 week</td> </tr> <tr> <td>Laboratory Examination</td> <td>1 week</td> </tr> <tr> <td>Theory Examination</td> <td>2 week</td> </tr> <tr> <td>Holidays</td> <td>1 week</td> </tr> </table> Summer semester: <table border="1" style="margin-left: 20px;"> <tr> <td>Programme Work</td> <td>7 weeks</td> </tr> <tr> <td>Examinations</td> <td>2 week</td> </tr> <tr> <td>Holidays</td> <td>1 week</td> </tr> </table>	Registration and Induction	0.5 week	Programme Work	14.5 weeks	Examination Preparation	1 week	Laboratory Examination	1 week	Theory Examination	2 week	Holidays	1 week	Programme Work	7 weeks	Examinations	2 week	Holidays	1 week
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Holidays	1 week																			
Programme Work	7 weeks																			
Examinations	2 week																			
Holidays	1 week																			
4	Evaluation	Continuous Evaluation (CE) and Semester End Examination (SEE), and student's performance in course, laboratory and other activities																		
5	Other items	<ul style="list-style-type: none"> • The total number of working days in an academic year shall be > 180; • Academic schedules prescribed by the University shall be strictly adhered to by all the concerned; • Summer semester is conducted to give students extended opportunities to earn the credits or complete the required credits for the academic year. 																		

Annexure – 2**Curriculum Framework for Product Design**

Sl. No.	Course Category	Credits
1	Basic Science	11
2	HSS/HSC	08
3	Literary skill	04
4	Art Foundation	23
5	Design Foundation	29
6	Professional Core	68
7	Open Elective	12
8	Project Work	41
9	Mandatory Programmes	04
	Total Credits	200

Curriculum Framework for Visual Communication

S. No.	Course Category	Credits
1	HSS	08
2	Literary skill	15
3	Art Foundation	20
4	Design Foundation	27
5	Professional Core	67
6	Open Elective	15
7	Project Work	44
8	Mandatory programmes	04
	Total Credits	200

Curriculum Framework for Fashion Design

S. No.	Course Category	Credits
1	Basic Science	08
2	HSS/HSC	08
3	Literary skill	04
4	Art Foundation	35
5	Design Foundation	17
6	Textile Foundation	09
7	Sewing Foundation	14
8	Professional Core	60
9	Open Elective	12
10	Project Work	29
11	Mandatory Programmes	04
	Total Credits	200