

KONGU ENGINEERING COLLEGE, PERUNDURAI, ERODE – 638060
(Autonomous)

REGULATIONS 2018
(Revision : 2)

CHOICE BASED CREDIT SYSTEM & OUTCOME BASED EDUCATION

MASTER OF BUSINESS ADMINISTRATION (M.B.A.) DEGREE PROGRAMME

These regulations are applicable to all candidates admitted into M.B.A. Degree programme from the academic year 2018 – 2019 onwards.

1. DEFINITIONS AND NOMENCLATURE

In these Regulations, unless otherwise specified:

- i. “University” means ANNA UNIVERSITY, Chennai.
- ii. “College” means KONGU ENGINEERING COLLEGE.
- iii. “Programme” means Master of Business Administration (M.B.A.) Degree programme
- iv. “Specialization” means a domain in which a candidate has specialized based on the choice of elective courses.
- v. “Course” means a Theory / Theory cum Practical / Practical course that is normally studied in a semester like Financial Management, Management Process and Organisational Behaviour, etc.
- vi. “Credit” means a numerical value allocated to each course to describe the candidate’s workload required per week.
- vii. “Grade” means the letter grade assigned to each course based on the marks range specified.
- viii. “Grade point” means a numerical value (0 to 10) allocated based on the grade assigned to each course.
- ix. “Principal” means Chairman, Academic Council of the College.
- x. “Dean” means Head of the School concerned of the College.
- xi. “Controller of Examinations” means authorized person who is responsible for all examination related activities of the College.
- xii. “Head of the Department” means Head of the Department concerned of the College.

2. PROGRAMME OF STUDY

The M.B.A. programme approved by Anna University, Chennai and All India Council for Technical Education, New Delhi are offered by the College.

3. ADMISSION REQUIREMENTS

Candidates seeking admission to the first semester of the M.B.A. Degree programme shall be required to have passed an appropriate qualifying degree examination of Anna University, Chennai or any examination of any other university or authority accepted by the Anna University, Chennai as equivalent thereto, subject to amendments as may be made by the Anna University, Chennai from time to time. The candidates shall also be required to satisfy all other conditions of admission prescribed by the Anna University, Chennai and Directorate of Technical Education from time to time.

4. STRUCTURE OF PROGRAMME

4.1 Categorisation of Courses

The M.B.A. programme shall have a curriculum with syllabi comprising of theory, theory cum practical, practical courses in each semester and project work that have been approved by the respective Board of Studies and Academic Council of the College. All the programmes have well defined Programme Outcomes (PO) and Programme Educational Objectives (PEOs) as per Outcome Based Education (OBE). The content of each course is designed based on the Course Outcomes (CO). The courses shall be categorised as follows:

- i. Professional Core (PC) Courses
- ii. Professional Elective (PE) Courses
- iii. Employability Enhancement Courses (EEC) include Project work, Social Project and /or Internship, Seminar, Professional Practices, Case Study and Industrial / Practical Training.

4.2 Credit Assignment

Each course is assigned certain number of credits as per the following:

Contact period per week	Credits
1 Lecture / Tutorial Period	1
2 Practical Periods	1
2 Project Work Periods	1

The minimum number of credits to complete the M.B.A. programme is 102.

4.3 Value Added Courses / Online Courses / Self Study Courses

The candidate may optionally undergo **Value Added Courses / Online Courses / Self Study Courses.**

- 4.3.1 Value Added Courses:** Value Added courses with One / Two credits shall be offered by the college with the prior approval from respective Board of Studies. Candidates can earn a maximum of three credits during the entire duration of the programme.
- 4.3.2 Online Courses:** Candidates may be permitted to earn credit through online courses with the approval of the respective Board of Studies. In case of credits earned through online mode from NPTEL / SWAYAM / a University / Other Agencies approved by the respective Board of Studies, such credits may be transferred following the due approval procedures.
- 4.3.3 Self Study Courses:** The purpose of the course is to permit the candidate to study a course / topic of the candidate's choice. The Department may offer any elective course as a self study course / any course which has not been prescribed in the regular curriculum. The syllabus of the course and mode of assessments shall be approved by the respective Board of Studies. The candidates shall study such courses on their own under the guidance of member of the faculty. The candidates may be permitted to take one self study course instead of one elective course.
- 4.4** Two elective courses in the fourth semester may be exempted if the candidate earns the required credits vide clause 4.3 by registering the required number of courses up to third semester of the programme.
- 4.5 Flexibility to Add or Drop Courses**
- 4.5.1** A candidate has to earn the total number of credits specified in the curriculum of the respective programme of study in order to be eligible to obtain the degree. However, if the candidate wishes, then the candidate is permitted to earn more than the total number of credits prescribed in the curriculum of the candidate's programme.
- 4.5.2** From the third to fourth semesters the candidates have the option of registering for additional courses or dropping of already registered additional courses within two weeks from the start of the semester. Add / Drop is only an option given to the candidates. Total number of credits of such courses during the entire programme of study cannot exceed six.
- 4.6** Maximum number of credits the candidate can enroll in a particular semester cannot exceed 30 credits.
- 4.7** The blend of different courses shall be so designed that the candidate at the end of the programme would have been trained not only in his / her relevant professional field but also would have developed to become a socially conscious human being.
- 4.8** The medium of instruction, examinations and project report shall be English.

5. DURATION OF THE PROGRAMME

- 5.1** A candidate is normally expected to complete the M.B.A. Degree programme in four consecutive semesters (2 Years), but in any case not more than eight semesters (4 Years).

- 5.2** Each semester shall consist of a minimum of 90 working days including continuous assessment test period. The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus for the course being taught.
- 5.3** The total duration for completion of the programme reckoned from the commencement of the first semester to which the candidate was admitted shall not exceed the maximum duration specified in clause 5.1 irrespective of the period of break of study (vide clause 11) or prevention (vide clause 9) in order that the candidate may be eligible for the award of the degree (vide clause 16). Extension beyond the prescribed period shall not be permitted.

6. COURSE REGISTRATION FOR THE EXAMINATION

- 6.1** Registration for the end semester examination is mandatory for courses in the current semester as well as for the arrear courses failing which the candidate will not be permitted to move on to the higher semester. This will not be applicable for the courses which do not have an end semester examination.
- 6.2** The candidates who need to reappear in any laboratory course / any other course which has only continuous assessment shall enroll for the same in the subsequent semester, when offered next, and repeat the course. In this case, the candidate shall attend the classes, satisfy the attendance requirements (vide clause 8), earn continuous assessment marks. This will be considered as attempt for the purpose of classification.
- 6.3** If a candidate is prevented from writing end semester examination of a course due to lack of attendance, the candidate has to attend the classes, when offered next, and fulfill the attendance requirements as per clause 8 and earn continuous assessment marks. If the course, in which the candidate has a lack of attendance, is an elective, the candidate may register for the same or any other elective course in the subsequent semesters and that will be considered as an attempt for the purpose of classification.

7. ASSESSMENT AND EXAMINATION PROCEDURE FOR AWARDING MARKS

- 7.1** The M.B.A. programmes consist of Theory Courses, Theory cum Practical courses, Practical courses, Project Work, and Industrial / Practical Training. Performance in each course of study shall be evaluated based on (i) Continuous Assessments (CA) throughout the semester and (ii) End Semester Examination (ESE) at the end of the semester except for the courses like Industrial / Practical Training / Internship / Summer Project which are evaluated based on continuous assessment only. Each course shall be evaluated for a maximum of 100 marks as shown below:

Sl. No.	Category of Course	Continuous Assessment Marks	End Semester Examination
1.	Theory	50	50
2.	Theory cum Practical	The distribution of marks shall be decided based on the credit weightage assigned to theory and practical components respectively.	
3.	Practical / Industrial / Practical Training / Internship / Summer Project	100	---
4.	Project Work / Mini Project	50	50
5.	Value Added Course	The distribution of marks shall be decided based on the credit weightage assigned	
6.	All other Courses		

7.2 Examiners for setting end semester examination question papers for theory courses, evaluating end semester examination answer scripts and evaluating project works shall be appointed by the Controller of Examinations after obtaining approval from the Principal.

7.3 Theory Courses

For all theory courses out of 100 marks, the continuous assessment shall be 50 marks and the end semester examination shall be for 50 marks. However, the end semester examinations shall be conducted for 100 marks and the marks reduced to 50. End semester examination is mandatory requirement for passing the course and every candidate should appear for the examination for the categories of courses mentioned in clause 7.1. The continuous assessment tests shall be conducted as per the schedule laid down in the academic schedule. Three tests shall be conducted for 50 marks each and reduced to 30 marks each. The total of the continuous assessment marks and the end semester examination marks shall be rounded off to the nearest integer.

7.3.1 The apportionment of continuous assessment marks shall be as follows:

Sl. No.	Type	Max. Marks	Remarks
1.	Test – I	30	Average of best two Absolute marks system
	Test – II	30	
	Test - III	30	
2.	Open Book / Objective Test	15	
3.	Assignment / Paper Presentation in Conference / Seminar / Comprehension / Activity based learning / Class notes	05	To be assessed by the Course Teacher based on any one type.
Total		50	Rounded off to the one decimal place

However, the assessment pattern for awarding the continuous assessment marks may be designed by the course teacher based on the nature of the course and is to be approved by the respective Board of Studies and Principal.

7.3.2 A reassessment test or tutorial covering the respective test or tutorial portions may be conducted for those candidates who were absent with valid reasons (Hospitalised / Sports or any other reason approved by the Principal).

7.3.3 The end semester examination for theory courses shall be for a duration of three hours and shall be conducted between November and January during odd semesters and between April and June during even semesters every year.

7.4 Theory cum Practical Courses

For courses involving theory and practical components, the evaluation pattern as per the clause 7.1 shall be followed. Depending on the nature of the course, the end semester examination shall be conducted for theory component and the practical component shall be evaluated based on continuous assessment. The apportionment of continuous assessment and end semester examination marks shall be decided based on the credit weightage assigned to theory and practical components respectively.

7.5 Practical Courses

For all practical courses the continuous assessment shall be for 100 marks. Every exercise / experiment shall be evaluated based on the candidate's performance during the practical class and the candidate's records maintained.

7.5.1 The apportionment of continuous assessment marks for each course shall be decided by the course coordinator based on rubrics of that particular course.

Type	Max. Marks	Remarks
Assessment based on rubrics for each experiment	50	Absolute Mark System
Assessment Test	50	
Total	100	Rounded off to one decimal place

7.6 Project Work

The evaluation of Project Work for Phase I and Phase II shall be done independently in the respective semesters and marks shall be allotted as per the weightages given in Clause 7.6.3.

7.6.1 For project work the continuous assessment shall be 50 marks while the end semester examination consisting of evaluation of project report and viva-voce shall be 50 marks. Project work shall be carried out individually.

7.6.2 The Head of the Department shall constitute review committee for project work. There shall be three assessments by the review committee during the semester. The candidate shall make presentation on the progress made by him/her before the committee.

- 7.6.3** The continuous assessment and end semester examination marks for Project Work and the Viva-Voce Examination shall be distributed as indicated below.

Continuous Assessment (Max. 50 Marks)						End Semester Examination (Max. 50 Marks)			
Review I (Max..10 Marks)		Review II (Max.. 20 Marks)		Review II (Max. 20 Marks)		Report Evaluation (Max. 20 Marks)	Viva - Voce (Max. 30 Marks)		
Rv. Com	Guide	Review Committee (excluding guide)	Guide	Review Committee (excluding guide)	Guide	Ext. Exr.	Guide	Exr.1	Exr.2
5	5	10	10	10	10	20	10	10	10

- 7.6.4** The Project Report prepared according to approved guidelines and duly signed by the Guide, Project Co-ordinator and the Head of the Department shall be submitted to Head of the Department. The candidate(s) must submit the project report within the specified date as per the academic schedule of the semester. If the project report is not submitted within the specified date then the candidate is deemed to have failed in the Project Work and redo it in the subsequent semester. This applies to both Phase-I and Phase-II Project work.

In case of candidates not completing Phase - I of Project work successfully, the candidate can undertake Phase - I again in the subsequent semester. In such cases, the candidate can enroll for Phase-II, only after successful completion of Phase - I.

- 7.6.5** If the candidate fails to secure 50% of the continuous assessment marks in the project work, he / she shall not be permitted to submit the report for that particular semester and shall have to redo it in the subsequent semester and satisfy attendance requirements.
- 7.6.6** The Project work shall be submitted within the date specified in the academic schedule. If a candidate fails to submit the project report on or before the specified deadline, he/she is deemed to have failed in the project work and shall re-register for the same in the subsequent examination.
- 7.6.7** Every candidate shall, based on his/her project work, publish a paper in a reputed journal in which full papers are published after usual review. A copy of the full paper accepted and proof for that shall be produced at the time of evaluation.
- 7.6.8** The project work shall be evaluated based on the project report submitted by the candidate in the final semester and viva-voce examination by a committee consisting of two examiners and guide of the project work.
- 7.6.9** If the candidate fails to secure 50 % marks in the Project work Phase I end semester examination, he / she has to resubmit the project report within 30 days from the date of declaration of the results and a fresh viva-voce examination shall be conducted as per clause 7.6.7.
- 7.6.10** A copy of the approved project report after the successful completion of viva-voce examination shall be kept in the department library.

7.6.11 If a candidate(s) carries out the project work in earlier semester, gets patented and satisfies the clause 7.6.1 to 7.6.10, it shall be considered as final semester project work.

7.7 Social Immersion Project / Rural Project

The Social Immersion Project / Rural Project shall be evaluated for 100 marks based on continuous assessment with the following apportionment. The project shall be assigned to a single candidate or to a group of candidates not exceeding 3 candidates in a group.

Continuous Assessment (Max. 100 Marks)				
Field work Evaluation (Max 50 Marks)	Report and Poster Evaluation (Max. 20 Marks)	Viva - Voce (Max. 30 Marks)		
Guide	Exr.	Guide	Exr.1	Exr.2
50	20	10	10	10

7.8 Industrial / Practical Training / Internship / Summer Project

The Industrial / Practical Training / Internship / Summer Project shall carry 100 marks and shall be evaluated through continuous assessment only. After completion of Industrial / Practical training / Internship / Summer Project, the candidate shall submit a brief report on the training undergone and a certificate from the organization concerned. The evaluation will be made based on this report and a Viva-Voce Examination. A copy of the certificate (issued by the Organization) submitted by the candidate shall be attached to the mark list and sent to Controller of Examinations by the respective Head of the Department.

7.9 Value Added Course

The Value added course shall carry 100 marks and shall be evaluated through continuous assessments only. Two assessments shall be conducted during the semester by the Department concerned.

7.10 Online Course

The Board of Studies will take a decision on the evaluation methodology for the online course. The Board can decide whether to evaluate the online courses through continuous assessment and end semester examination or through end semester examination only. In case of credits earned through online mode from NPTEL / SWAYAM / a University / Other Agencies approved by Chairman, Academic Council, the credits may be transferred and grades shall be assigned accordingly.

7.11 Self Study Course

The member of faculty approved by the Head of the Department shall be responsible for periodic monitoring and evaluation of the course. The course shall be evaluated through continuous assessment and end semester examination. The evaluation methodology shall be the same as that of a theory course (vide clause 7.3).

7.12 Audit Course

A candidate may be permitted to register for specific course not listed in his/her programme curriculum and without undergoing the rigors of getting a 'good' grade, as an Audit course, subject to the following conditions.

The candidates can register only one Audit course in a semester starting from second semester subject to a maximum of two courses during the entire programme of study. Such courses should be indicated as 'Audit' during the time of Registration itself. Only courses currently offered for credit to other candidates can be audited.

A course appearing in the curriculum of a candidate cannot be considered as an audit course (i.e. audit course cannot be converted to a credit course). However, if a candidate has already met the Professional Elective & Open Elective credit requirements as stipulated in the curriculum, then, a Professional Elective & Open Elective course listed in the curriculum and not taken by the candidate for credit can be considered as an audit course.

Candidates registering for an audit course should meet all the assessment and examination requirements (vide clause 7.3) applicable for a credited candidate of that course. Only if the candidate obtains a performance grade, the course will be mentioned in the semester Grade Sheet and in the Consolidated Grade Sheet as letter grade SF (Satisfactory), and not his/her performance grade in the audit course.

Since an audit course has no grade points assigned, it will not be counted for the purpose of GPA and CGPA calculations.

8. REQUIREMENTS FOR COMPLETION OF A SEMESTER

8.1 A candidate who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester and permitted to appear for the examinations of that semester.

8.1.1 Ideally, every candidate is expected to attend all classes and secure 100 % attendance. However, a candidate shall secure not less than 80 % (after rounding off to the nearest integer) overall attendance taking into account the total number of working days in a semester.

8.1.2 A candidate who could not satisfy the attendance requirements as per clause 8.1.1 but has secured 70 % and above in the current semester due to medical reasons (hospitalization / accident / specific illness) shall be permitted to appear for the current semester examinations with the approval of the Principal on payment of a condonation fee fixed by the authorities from time to time. The medical certificate needs to be submitted along with the leave application. A candidate shall be able to avail this provision only once during the entire duration of the degree programme.

8.1.3 In addition to clause 8.1.1 or 8.1.2, a candidate shall secure not less than 60 % attendance in each course.

- 8.1.4** A candidate shall be deemed to have completed the requirements of study of any semester only if he/she has satisfied the attendance requirements (vide clause 8.1.1 to 8.1.3) and has registered for examination by paying the prescribed fee.
- 8.1.5** Candidate's progress is satisfactory.
- 8.1.6** Candidate's conduct is satisfactory.
- 8.2.** Candidates who do not complete the semester as per clauses from 8.1.1 to 8.1.6 except 8.1.3 shall not be permitted to appear for the examinations at the end of the semester and not be permitted to go to the next semester. They have to repeat the incomplete semester in next academic year.
- 8.3** The candidates who satisfy the clause 8.1.1 or 8.1.2 but do not complete the course as per clause 8.1.3 shall not be permitted to appear for the end semester examination of that course alone. They have to repeat the incomplete course in the subsequent semester when it is offered next.

9. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATION

- 9.1** A candidate shall normally be permitted to appear for end semester examination of the current semester if he/she has satisfied the semester completion requirements as per clause 8, and has registered for examination in all courses of that semester. Registration is mandatory for current semester examinations as well as for arrear examinations failing which the candidate shall not be permitted to move on to the higher semester.
- 9.2** When a candidate is deputed for a National / International Sports event during End Semester examination period, supplementary examination shall be conducted for such a candidate on return after participating in the event within a reasonable period of time. Such appearance shall be considered as first appearance.
- 9.3** A candidate who has already appeared for a course in a semester and passed the examination is not entitled to reappear in the same course for improvement of letter grades / marks.

10. PROVISION FOR WITHDRAWAL FROM EXAMINATIONS

- 10.1** A candidate may, for valid reasons, be granted permission to withdraw from appearing for the examination in any regular course or all regular courses registered in a particular semester. Application for withdrawal is permitted only once during the entire duration of the degree programme.
- 10.2** The withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination (vide clause 9) and is made to the Principal prior to the last examination of that semester after duly recommended by the Head of the Department.

- 10.3** The withdrawal shall not be considered as an appearance for deciding the eligibility of a candidate for First Class with Distinction.
- 10.4** If a candidate withdraws a course or courses from writing end semester examinations, he/she shall register the same in the subsequent semester and write the end semester examinations. A final semester candidate who has withdrawn shall be permitted to appear for supplementary examination to be conducted within reasonable time as per clause 14.
- 10.5** The final semester candidate who has withdrawn from appearing for project viva-voce for genuine reasons shall be permitted to appear for supplementary viva-voce examination within reasonable time with proper application to Controller of Examinations and on payment of prescribed fee.

11. PROVISION FOR BREAK OF STUDY

- 11.1** A candidate is normally permitted to avail the authorised break of study under valid reasons (such as accident or hospitalization due to prolonged ill health or any other valid reasons) and to rejoin the programme in a later semester. He/She shall apply in advance to the Principal, through the Head of the Department, stating the reasons therefore, in any case, not later than the last date for registering for that semester examination. A candidate is permitted to avail the authorized break of study only once during the entire period of study for a maximum period of one year. However, in extraordinary situation the candidate may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study.
- 11.2** The candidates permitted to rejoin the programme after break of study / prevention due to lack of attendance shall be governed by the rules and regulations in force at the time of rejoining.
- 11.3** The candidates rejoining in new Regulations shall apply to the Principal in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional/equivalent courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.
- 11.4** The total period of completion of the programme reckoned from the commencement of the semester to which the candidate was admitted shall not exceed the maximum period specified in clause 5 irrespective of the period of break of study in order to qualify for the award of the degree.
- 11.5** If any candidate is prevented for want of required attendance, the period of prevention shall not be considered as authorized break of study.

- 11.6** If a candidate has not reported to the college for a period of two consecutive semesters without any intimation, the name of the candidate shall be deleted permanently from the college enrollment. Such candidates are not entitled to seek readmission under any circumstances.

12. PASSING REQUIREMENTS

- 12.1** A candidate who secures not less than 50 % of total marks (continuous assessment and end semester examination put together) prescribed for the course with a minimum of 50 % of the marks prescribed for the end semester examination in all category of courses vide clause 7.1 except for the courses which are evaluated based on continuous assessment only shall be declared to have successfully passed the course in the examination.
- 12.2** A candidate who secures not less than 50 % in continuous assessment marks prescribed for the courses which are evaluated based on continuous assessment only shall be declared to have successfully passed the course. If a candidate secures less than 50% in the continuous assessment marks, he / she shall have to re-enroll for the same in the subsequent semester and satisfy attendance requirements.
- 12.3** For the candidate who does not satisfy the clause 12.1, the continuous assessment marks secured by the candidate in the first attempt for theory courses shall be retained and considered valid for subsequent attempts. However, from the fourth attempt onwards the marks scored in the end semester examinations alone shall be considered. The candidate should secure minimum 50 % marks in the end semester examinations to satisfy the passing requirements, but the grade awarded shall be only lowest passing grade irrespective of the marks secured.

13. REVALUATION OF ANSWER SCRIPTS

A candidate shall apply for a photocopy of his / her semester examination answer script within a reasonable time from the declaration of results, on payment of a prescribed fee by submitting a proper application to the Controller of Examinations. The answer script shall be pursued and justified jointly by a faculty member who has handled the course and the course coordinator and recommended for revaluation. Based on the recommendation, the candidate can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the candidate concerned. Revaluation is permitted only for Theory courses and Theory cum Practical courses where end semester examination is involved.

14. SUPPLEMENTARY EXAMINATION

If the candidate fails to secure 50 % marks in the end semester examination of Phase II of Project work alone by clearing all other courses, the candidate shall be permitted to resubmit the project work within the 30 days from the date of declaration of the results. The candidate can register for the supplementary examination and the viva voce examination shall be conducted as per clause 7.6.8.

15. AWARD OF LETTER GRADES

Range of % of Total Marks	Letter Grade	Grade Point
91 to 100	O (Outstanding)	10
81 to 90	A+ (Excellent)	9
71 to 80	A (Very Good)	8
61 to 70	B+ (Good)	7
50 to 60	B (Average)	6
Less than 50	RA (Reappear)	0
Satisfactory	SF	0
Withdrawal	W	-
Absent	AB	-
Shortage of Attendance in a course	SA	-

The Grade Point Average (GPA) is calculated using the formula:

$$\text{GPA} = \frac{\sum[(\text{course credits}) \times (\text{grade points})] \text{ for all courses in the specific semester}}{\sum(\text{course credits}) \text{ for all courses in the specific semester}}$$

The Cumulative Grade Point Average (CGPA) is calculated from first semester (third semester for lateral entry candidates) to final semester using the formula

$$\text{CGPA} = \frac{\sum[(\text{course credits}) \times (\text{grade points})] \text{ for all courses in all the semesters so far}}{\sum(\text{course credits}) \text{ for all courses in all the semesters so far}}$$

The GPA and CGPA are computed only for the candidates with a pass in all the courses.

The GPA and CGPA indicate the academic performance of a candidate at the end of a semester and at the end of successive semesters respectively.

A grade sheet for each semester shall be issued containing Grade obtained in each course, GPA and CGPA.

A duplicate copy, if required can be obtained on payment of a prescribed fee and satisfying other procedure requirements.

Withholding of Grades: The grades of a candidate may be withheld if he/she has not cleared his/her dues or if there is a disciplinary case pending against him/her or for any other reason.

16. ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall be declared to be eligible for the award of the M.B.A. Degree provided the candidate has

- i. Successfully completed all the courses under the different categories, as specified in the regulations.
- ii. Successfully gained the required number of total credits as specified in the curriculum corresponding to the candidate's programme within the stipulated time (vide clause 5).
- iii. Successfully passed any additional courses prescribed by the respective Board of Studies whenever readmitted under regulations other than R-2018 (vide clause 11.3)
- iv. No disciplinary action pending against him / her.

17. CLASSIFICATION OF THE DEGREE AWARDED

17.1 First Class with Distinction:

17.1.1 A candidate who qualifies for the award of the degree (vide clause 16) and who satisfies the following conditions shall be declared to have passed the examination in First class with Distinction:

- Should have passed the examination in all the courses of all the four semesters in the **First Appearance** within four consecutive semesters excluding the authorized break of study (vide clause 11) after the commencement of his / her study.
- Withdrawal from examination (vide clause 10) shall not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50

(OR)

17.1.2 A candidate who joins from other institutions on transfer or a candidate who gets readmitted and has to move from one regulation to another regulation and who qualifies for the award of the degree (vide clause 16) and satisfies the following conditions shall be declared to have passed the examination in First class with Distinction:

- Should have passed the examination in all the courses of all the four semesters in the **First Appearance** within four consecutive semesters excluding the authorized break of study (vide clause 11) after the commencement of his / her study.
- Submission of equivalent course list approved by the respective Board of studies.
- Withdrawal from examination (vide clause 10) shall not be considered as an appearance.
- Should have secured a CGPA of not less than 9.00

17.2 First Class:

A candidate who qualifies for the award of the degree (vide clause 16) and who satisfies the following conditions shall be declared to have passed the examination in First class:

- Should have passed the examination in all the courses of all four semesters within six consecutive semesters excluding authorized break of study (vide clause 11) after the commencement of his / her study.
- Withdrawal from the examination (vide clause 10) shall not be considered as an appearance.
- Should have secured a CGPA of not less than 7.00

17.3 Second Class:

All other candidates (not covered in clauses 17.1 and 17.2) who qualify for the award of the degree (vide clause 16) shall be declared to have passed the examination in Second Class.

17.4 A candidate who is absent for end semester examination in a course / project work after having registered for the same shall be considered to have appeared for that examination for the purpose of classification.

18. MALPRACTICES IN TESTS AND EXAMINATIONS

If a candidate indulges in malpractice in any of the tests or end semester examinations, he/she shall be liable for punitive action as per the examination rules prescribed by the college from time to time.

19. AMENDMENTS

Notwithstanding anything contained in this manual, the Kongu Engineering College through the Academic council of the Kongu Engineering College, reserves the right to modify/amend without notice, the Regulations, Curricula, Syllabi, Scheme of Examinations, procedures, requirements, and rules pertaining to its M.B.A. programme.

All amendments until the 11th Academic council meeting have been incorporated.
