SHADAN COLLEGE OF ENGINEERING AND TECHNOLOGY HYDERABAD

Peerancheru, Hyderabad–500086, Telangana State (India)

(AN AUTONOMOUS INSTITUTION)

Academic Regulations of MBA (Regular/Full Time) Programme
Under Choice Based Credit System (CBCS) 2025-26 (R-25)

(Effective for the students admitted from the Academic Year 2025-26 and onwards)

1.0 SHADAN COLLEGE OF ENGINEERING AND TECHNOLOGY Hyderabad affiliated to Jawaharlal Nehru Technological University Hyderabad(JNTUH) offers **Two** Years (**Four** Semesters) full-time Master of Business Administration (**MBA**) Degree programme, under CBCS .

2.0 Eligibility for Admissions

2.1 Admission to the MBA programme shall be made subject to eligibility, qualification prescribed by the University from time to time.

2.2 Admission to the MBA programme shall be made on the basis of the merit rank obtained by the qualified student in ICET entrance test conducted by Telangana Government for MBA programme / an entrance test conducted by JNTUH/ on the basis of any other exams approved by the University, subject to reservations as laid down by the Govt. from time to time.

2.3 The medium of instruction for MBA Programme will be **ENGLISH** only.

3.0 MBA Programme Structure

3.1 The MBA Programme of JNTUH is in Semester pattern, with **Four** Semesters consisting of **Two** academic years, each academic year having **Two** Semesters (Odd and Even Semesters).

3.2 The two-year MBA program consists of 105 compulsory credits and the student has to register for all 105 credits and earn all 105 credits for the award of MBA degree.

3.3 The student shall not take more than **four** academic years to fulfill all the academic requirements for the award of MBA degree from the date of commencement of first year first semester, failing which the student shall forfeit the seat in MBA programme.

3.4 **UGC/AICTE** specified definitions/descriptions are adopted appropriately for various terms and abbreviations used in these MBA academic regulations.

3.4.1 Semester Scheme

The MBA Programme of JNTUH is in Semester pattern, consisting of **Two** academic years, each academic year having **Two** Semesters. The Post Graduate programme is of four academic years and there shall be two semesters in each academic year. There shall be a minimum of 15 weeks of instruction, excluding the mid-term and semester-end exams. Around 15 instruction hours, 30 instruction hours and 45 hours of learning need to be followed per one credit of theory course, practical course and project/field-based learning respectively. In each semester, there shall be 'Continuous Internal Evaluation (CIE)' and 'Semester End Examination (SEE)' under Choice Based Credit System (CBCS). The curriculum/course structure suggested by AICTE is followed as a reference document.

3.4.2 Credit Courses

All courses offered in each semester are to be registered by the student. Against each course in the course structure, the L: T: P: C (lecture periods: tutorial periods: practical periods: credits) pattern has been defined.

- One credit is allocated for one hour per week in a semester for lecture (L) or Tutorial (T) session.
- One credit is allocated for two hours per week in a semester for Laboratory/ Practical (P) session.
- One credit is allocated for three hours per week in a semester for Project/Mini-Project session.

For example, a theory course with three credit weightage requires three hours of classroom instruction per week, totaling approximately 45 hours of instruction over the entire semester.

3.4.3 Subject Course Classification

All courses offered for the MBA Degree Programme is broadly classified as follows. The University has followed in general the guidelines issued by AICTE/UGC.

S.No.	Broad Course Classification	Course Group/ Category	Course Description
1	Core Courses (CoC)	CC - Core Courses	Includes courses related to the Management
		Project Work	MBA Project or PG Project or Major Project
		Seminar / Pre-Submission Project Seminar	Seminar based on core contents related to Management
2	Other Core Courses (OCC)	Internship/ Industry Oriented Mini- project	Internship/ Industry Oriented Mini-Project
3	Elective Courses (EC)	PE - Professional Electives	Includes elective courses related to the specialization
		OE - Open Electives	Elective courses which include inter-disciplinary courses
4	Skill Development Courses (SDC)	Data Visualization Lab/ Analytics Lab	Courses designed to help individuals gain, improve, or refine specific skills

4.0 Course Registration

4.1 A Faculty Advisor or Mentor shall be assigned who will advise on the Course Structure and Curriculum, Choice/Option for Courses, based on his competence, progress, pre-requisites and interest.

4.2 The Academic Section of the College invites Registration Forms from students within 15 days from the commencement of class work through on-line submissions, ensuring date and time Stamping. The on-line Registration Requests for any current semester shall be completed two weeks before the commencement of SEEs (Semester End Examinations) of the preceding semester.

4.3 A Student can apply for on-line Registration, only after obtaining the written approval from his Faculty Advisor, which should be submitted to the College Academic Section through the Head of

Department (a copy of it shall be retained by Head of Department, Faculty Advisor and the Student).

4.4 Course options exercised through **on-line** registration are final and **cannot** be changed; further, alternative choices also will not be considered. However, if the course that has already been listed for registration by the Head of the Department in a semester could not be offered due to any inevitable or unexpected reasons, then the student shall be allowed to have alternative choice either for a new course (subject to offering of such a course), or for another existing course. Such alternative arrangements will be made by the Head of the Department, with due notification and time-framed schedule, within **a week**, but before the commencement of class-work of the semester.

4.5 The Head of the Department/ Course Coordinator should review vacant slots in the timetable of each section once in every week or fortnight. The vacant slots in the time-table may be allocated to the course teachers who could not take classes in proportion to the number of weeks completed from the commencement of the semester.

5.0 Rules to offer Elective courses

5.1 An elective course may be offered to the students, only if a minimum of 25% of class strength opts for it.

5.2 Same elective course for different sections may be offered by different faculty members. The selection of elective course by students will be based on first come first serve and / or CGPA criterion.

5.3 If the number of student's registrations are more than the strength of one section, then it is choice of the concerned Department to offer the same course for more than one section based on the resources available in the department.

6.0 Attendance Requirements

6.1 A student shall be eligible to appear for the semester-end examinations, if the student acquires a minimum of 75% of aggregate attendance of all the courses for that semester.

6.2 Shortage of attendance in aggregate upto 10% (securing 65% and above but below 75%) in each semester may be condoned by the college academic committee on genuine and valid grounds, based on the student's representation with supporting evidence.

6.3 A stipulated fee shall be payable for condoning of shortage of attendance as notified in the respective college websites.

6.4 **Two hours** of attendance for each theory course shall be considered, if the student appears for the mid-term examination of that course.

6.5 Shortage of attendance below 65% in aggregate shall in **no** case be condoned.

6.6 Students whose shortage of attendance is not condoned in any semester, are not eligible to take their semester-end examinations of that semester. They get detained and will not be promoted to the next semester. Their registration for that semester as well as marks secured in CIE shall stand cancelled. They may seek re-registration for that semester in the next academic year.

6.7 A student fulfilling the attendance requirement in the present semester shall not be eligible for readmission into the same semester

6.8 A candidate shall acquire minimum required attendance courses-wise in at least three theory courses in each semester for promotion to next Semester.

7.0 Academic Requirements

The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in clause no. 6. The performance of the candidate in each semester shall be evaluated course-wise, with a maximum of 100 marks per course (theory / laboratory), on the basis of Internal Evaluation (for 40 marks) and Semester End Examination (for 60 marks).

7.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each course, if he secures not less than 40% of marks (24 out of 60 marks) in the Semester End Examination (SEE), and a minimum of 50% of marks in the sum total of CIE (Continuous Internal Evaluation) and SEE (Semester End Examination) taken together; in terms of Letter Grades and this implies securing **'B'** Grade or above in a course.

7.2 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to a course, if he secures not less than 50% of the total marks. The student is deemed to have failed, if he does not submit a report on summer internship or does not make a presentation of the same before the evaluation committee as per schedule. In such a case, he has to reappear for the same during the supplementary examinations as and when the notification is issued.

7.3 A student shall register for all courses for total of **105** credits as specified and listed in the course structure for the chosen specialization, put in the required attendance and fulfill the academic requirements for securing **105** credits obtaining a minimum of **'B'** Grade or above in each course.

Note: (1) The SGPA will be computed and printed on the marks memo only if the candidate passes in all the courses offered and gets minimum 'B' grade in all the courses.

(2) CGPA is calculated only when the candidate passes in all the courses offered in all the semesters

7.4 Marks and Letter Grades obtained in all those courses covering the above specified **105** credits alone shall be considered for the calculation of final CGPA, which will be indicated in the Grade Card /Marks Memo of second year second semester.

7.5 If a student registers for extra course(s) (in the parent specialization or other specializations of Management) other than those listed courses totaling to **105** credits as specified in the course structure, the performance in extra course(s) (although evaluated and graded using the same procedure as that of the required **105** credits) will not be considered while calculating the SGPA and CGPA. For such extra course(s) registered, percentage of marks and Letter Grade alone will be indicated in the Grade Card/Marks Memo, as a performance measure, subject to completion of the attendance and academic requirements.

7.6 Any student who got detained due to shortage of attendance in any course(s) in any semester, shall not be permitted to write the Semester End Examination of that course(s). However, he is eligible for re-registration of such course(s) in the subsequent semester(s), as and when next offered, with the academic regulations of the batch into which he is re-registered, by paying the prescribed fees per course. In all these re-registration cases, the student shall have to secure a

fresh set of internal marks and Semester End Examination marks for performance evaluation in such course(s), and SGPA/CGPA calculations.

7.7 A student eligible to appear for the Semester End Examination in any course, but absent from it or failed (failing to secure **'B'** Grade or above), may reappear for that course at the supplementary examination as and when conducted. In such cases, his Internal Marks assessed earlier for that course will be carried over, and added to the marks secured in the supplementary semester examination, for the purpose of evaluating his performance in that course.

7.8 A Student who fails to earn **105** credits as per the specified course structure, and as indicated above, within **four** academic years from the date of commencement of his first year first semester, shall forfeit his seat in MBA programme and his admission **shall stand cancelled.**

8.0 Evaluation - Distribution and Weightage of Marks

The performance of a student in each semester shall be evaluated course-wise (irrespective of credits assigned) for a maximum of 100 marks. The MBA project work (main project viva voce) will also be evaluated for 100 marks.

8.1 For the theory courses 60 marks shall be awarded for the performance in the Semester End Examination and 40 marks shall be awarded for Continuous Internal Evaluation (CIE).

In CIE, for theory courses, during a semester, there shall be two mid-term examinations. Each Mid-Term examination consists of two parts i) **Part – A** for 10 marks, ii) **Part – B** for 20 marks with a total duration of 2 hours as follows:

1. Mid-Term Examination for 30 marks:
    a. Part - A: Objective/quiz paper/Short Note questions for 10 marks.
    b. Part - B: Descriptive paper for 20 marks.

The objective/quiz paper is set with multiple choice, fill-in the blanks and match the following type of questions for a total of 10 marks. The descriptive paper shall contain 6 full questions out of which, the student has to answer 4 questions, each carrying 5 marks. The average of the two Mid Term Examinations shall be taken as the final marks for Mid Term Examination (for 30 marks).

Average of the marks secured in the two Mid-Term Examinations conducted carries 30 marks weightage in CIE, the first Mid-Term examinations is conducted in the middle of the Semester and second Mid-Term examinations during the last week of instruction.

The remaining 10 marks of Continuous Internal Evaluation are distributed as follows:

2. Assignment for 5 marks. (Average of 2 Assignments each for 5 marks)
3. PPT/ Poster Presentation/ Case Study/ Video presentation/ Survey/ Field Study/ Group discussion/ Role Play on a topic in the concerned course for 5 marks before II Mid-Term Examination.

While the first mid-term examination shall be conducted on 50% of the syllabus, the second mid-term examination shall be conducted on the remaining 50% of the syllabus.

Five (5) marks are allocated for assignments (as specified by the subject teacher concerned). The first assignment should be submitted before the conduct of the first mid-term examination, and the

second assignment should be submitted before the conduct of the second mid-term examination. The average of the two assignments shall be taken as the final marks for assignment (for 5 marks).

PPT/Poster Presentation/ Case Study/Video presentation/Survey/Field Study/Group discussion /Role Play on a topic in the concerned course for 5 marks before II Mid-Term Examination.

8.2 A **Computer-Based Test (CBT**) in each course is available for students who either:

1. missed one of the two mid-term examinations due to unavoidable circumstances, or
2. attended both mid-term examinations but wish to improve their internal marks.

The CBT will be conducted at the end of the semester and will carry a total of 30 marks. The marks obtained in the CBT will be considered equivalent to those obtained in one mid-term examination. Zero marks will be awarded to students who are absent from the mid-term examination. The average of the best two scores from the three exams (the two mid-term exams and one CBT), combined with other internal assessment components, will constitute the Continuous Internal Improvement (CII) marks for that specific course. CBT exams shall be conducted by the University.

8.3 Semester End Examination for theory courses

8.3.1 Theory Courses:

The semester end examinations (SEE), for theory courses, will be conducted for 60 marks consisting of two parts viz. i) **Part- A** for 10 marks and ii) **Part - B** for 50 marks.

- Part-A is compulsory, consists of five short answer questions covering all units of syllabus; each question carries two marks.
- Part-B consists of five questions carrying 10 marks each. There shall be two questions asked in the question paper from each unit with either-or choice and the student should answer either of the two questions. The student shall answer one question from each of five units.

8.3.2 Duration of SEE: The duration of Semester End Examination is 3 hours.

8.4 Semester End Examination for Practical Courses

For practical courses there shall be a Continuous Internal Evaluation (CIE) during the semester for 40 marks and semester-end examination for 60 marks. The breakup of the continuous internal evaluation for 40 marks is as follows:

1. 10 marks for a write-up on day-to-day experiments in the laboratory (in terms of aim, components/procedure, expected outcome).
2. 10 marks for viva-voce (or) tutorial (or) case study (or) application (or) poster presentation of the course concerned.
3. 10 marks for the internal practical examination conducted by the laboratory teacher concerned.
4. The remaining 10 marks are for Laboratory Report/Project and Presentation, which consists of the Design (or) Software / Hardware Model Presentation (or) App Development (or) Prototype submission which shall be evaluated after completion of laboratory course and before semester end practical examination.

The Semester End Examination for practical courses shall be conducted with an external examiner and the laboratory course teacher. The external examiner shall be appointed from the college outside their cluster and not from group colleges.

In the Semester End Examination for practical courses held for 3 hours, rubrics of evaluation for 60 marks is as given below:

1. 10 marks for write-up
2. 15 for experiment/program
3. 15 for evaluation of results
4. 10 marks for presentation on another experiment/program in the same laboratory course and
5. 10 marks for viva-voce on concerned laboratory course.

For any change of experiment, 5 marks will be deducted from the total of 60 marks. If second time change of experiment is requested, another five marks will be deducted from the 60 marks. No third change will be permitted.

8.5 For conducting laboratory end examinations, one internal examiner and one external examiner are to be appointed by the Principal of the College and this is to be informed to the Director of Evaluation within two weeks, before commencement of the lab end examinations. The external examiner should be selected from outside the college concerned but within the cluster. No external examiner should be appointed from any other College which is run by the same Management. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted.

8.6 There shall be a summer internship during the summer vacation of I Year II Semester and the evaluation is done in II Year I Semester. Summer internship Report has to be submitted to the department after approval by the concerned supervisor/mentor and the Head of the department. Summer internship Report is evaluated for 100 marks. The report has to be evaluated by the Head, Supervisor/ mentor and a senior faculty of the department. A candidate has to secure a minimum of 50% of marks to be declared successful. If he fails to obtain the minimum marks, he has to reappear for the same during the supplementary examinations as and when conducted.

8.7 Every candidate shall be required to submit a thesis or dissertation on a topic approved by the Project Review Committee.

8.8 A Project Review Committee (PRC) shall be constituted with the Head of the Department as Chairperson, Project Supervisor and one senior faculty member of the Departments offering the MBA programme.

8.9 Registration of Project Work: A candidate is permitted to register for the project work at the beginning of II Year II Semester after satisfying the attendance requirement in all the courses, both theory and laboratories upto II Year I Semester.

8.10 After satisfying 8.9, a student, in consultation with his Project Supervisor, has to present the title, objective, and plan of action of his project work to the Project Review Committee (PRC) for approval within **two weeks** from the commencement of II Year II Semester. The student can initiate the Project work after obtaining the approval of the PRC. The Supervisor and PRC will examine the progress of the Project Work during pre-submission project seminar. For the course 'pre-submission project seminar', there will be only internal evaluation for 100 marks. Evaluation shall be done by the PRC for 60 marks and the Supervisor shall evaluate the work for another 40 marks. A candidate has to secure a minimum of 50% of marks to be declared successful. If he

fails to obtain the minimum marks, he has to reappear for the same during the supplementary examination as and when notification is issued. Pre-submission project seminar has to be conducted along with 1st and 2nd mid-term examinations.

8.11 If a candidate wishes to change his supervisor or topic of the project, he can do so with the approval of the PRC. However, the PRC shall examine whether or not the change of topic/supervisor leads to a major change of his initial plans of project proposal. If yes, his date of registration for the project work starts from the date of change of Supervisor or topic as the case may be.

8.12 A candidate is permitted to submit project thesis with the approval of PRC not earlier than **16 weeks** from the date of commencement of fourth semester. For the approval of PRC, the candidate shall submit the draft copy of thesis to the Head of the Department and make an oral presentation before the PRC during the Pre-submission project seminar at 2nd mid-term examinations.

8.13 After approval from the PRC, a soft copy of the thesis should be submitted for anti-plagiarism check and the plagiarism report should be submitted to the Exam Branch, SCET and be included in the final thesis. The Thesis will be accepted for submission, if the similarity index is less than **30%**. If the similarity index is more than the required percentage, the student is advised to modify accordingly and re-submit the soft copy of the thesis after one month. The maximum number of re- submissions of thesis after plagiarism check is limited to two. The candidate has to register for the Project work and work for one semester. After three attempts, the admission is liable to be c a n c e l e d . The college authorities are advised to make plagiarism check of every soft copy of theses before submissions.

8.14 Three copies of the Project Thesis certified by the supervisor shall be submitted to the College/School/Institute.

8.15 The thesis shall be adjudicated by an external examiner selected by the Superintendent, Exam Branch, SCET. For this, the Principal of the College/School/Institute shall submit a panel of **three** examiners from among the list of experts in the relevant specialization as submitted by the supervisor concerned and Head of the Department.

8.16 If the report of the external examiner is unsatisfactory, the student shall revise and resubmit the Thesis. If the report of the examiner is unsatisfactory again, the thesis shall be summarily rejected. Subsequent actions for such dissertations may be considered, only on the specific recommendations of the external examiner and /or Project Review Committee. No further correspondence in this matter will be entertained, if there is no specific recommendation for re-submission.

8.17 If the report of the external examiner is satisfactory, the Head of the Department shall coordinate and make arrangement for the conduct of Main Project Viva - Voce examination. The Main Project Viva-Voce examination will be evaluated for 100 marks. The Main Project Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the external examiner who adjudicated the Thesis. The candidate has to secure a minimum of 50% of marks in Main Project Viva-Voce examination. For Main Project Viva – Voce examination one external examiner shall be allotted for a group of three to ten students. The Main Project Viva-Voce examination shall be conducted within two weeks after completion of the fourth semester end examinations. The Students need to prepare the PPT (Slides) of the project work for the Viva – voce examination.

8.18 If he fails to fulfill the requirements as specified in 8.17, he will reappear for the Main Project Viva-

Voce examination only after three months. In the reappeared examination also, if he fails to fulfill the requirements, he will not be 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 **four** years from the date of commencement of his first year first semester).

8.19 The Main Project Viva-Voce External examination marks must be submitted to the Exam Branch, SCET on the day of the examination.

8.20 Skill Development Courses:

Two Skill Development Courses are included in the Curriculum in II-1 and II-2 semesters. Each Skill Development Course carries two credits. The evaluation pattern will be same as that of a laboratory course including the internal and external assessments.

The objective of Skill Courses is to develop the cognitive skills as well as the psycho-motor skills.

9.0 Examinations and Assessment - The Grading System

9.1 Grades will be awarded to indicate the performance of each student in each Theory course, or Lab. /Practical course, or Seminar, or Project, etc., based on the percentage of marks obtained in CIE + SEE (Continuous Internal Evaluation + Semester End Examination, both taken together) and a corresponding Letter Grade shall be given.

9.2 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:

% of Marks Secured in a Course (Class Intervals)	Letter Grade (UGC Guidelines)	Grade Points
90% and above (≥ 90%, ≤ 100%)	O (Outstanding)	10
Below 90% but not less than 80% (≥80%, <90%)	A^+ (Excellent)	9
Below 80% but not less than 70% (≥70%, <80%)	A (Very Good)	8
Below 70% but not less than 60% (≥60%, <70%)	B^+ (Good)	7
Below 60% but not less than 50% (≥ 50%, <60%)	B (above Average)	6
Below 50% (< 50%)	F (FAIL)	0
Absent	**Ab**	**0**

9.3 A student obtaining '**F'** Grade in any course is deemed to have **'failed'** and is required to reappear as 'Supplementary Candidate' for the Semester End Examination (SEE), as and when conducted. In such cases, his Internal Marks (CIE Marks) in those courses will remain as obtained earlier.

9.4 If a student has not appeared for the examinations, **'Ab'** Grade will be allocated to him for any course and shall be considered **'failed'.** Such student will be required to re-appear for supplementary/make-up exam as and when conducted. The internal marks in those courses will remain the same as those obtained earlier.

9.5 A Letter Grade does not imply any specific marks percentage; it is only the range of percentage of marks.

9.6 In general, a student shall not be permitted to repeat any Course (s) only for the sake of 'Grade Improvement' or 'SGPA/ CGPA Improvement'.

9.7 A student earns Grade Point (GP) in each Course, on the basis of the Letter Grade obtained by him in that Course. The corresponding 'Credit Points' (CP) are computed by multiplying the Grade Point with Credits for that particular Course.

Credit Points (CP) = Grade Point (GP) x Credits …. For a Course

9.8 The student passes the Course only when he **gets GP ≥ 6 (B Grade or above).**

9.9 The Semester Grade Point Average (SGPA) is calculated by dividing the Sum of Credit Points secured from all Courses registered in a Semester, by the Total Number of Credits registered during that Semester. SGPA is rounded off to two decimal places. SGPA is thus computed as

$$\text{SGPA} = \{ \sum_{i=1}^{N} C_i G_i \} \Big/ \{ \sum_{i=1}^{N} C_i \} \text{ …. For each Semester,}$$

where 'i' is the course indicator index (taking into account all courses in a Semester), 'N' is the no. of courses 'registered' for the Semester (as specifically required and listed under the Course Structure of the parent Department), C_i is the no. of Credits allotted to the i^{th} course, and G_i represents the Grade Points (GP) corresponding to the Letter Grade awarded for that i^{th} course.

9.10 The Cumulative Grade Point Average (CGPA) is a measure of the overall cumulative performance of a student over all Semesters considered for registration. The CGPA is the ratio of the Total Credit Points secured by a student in ALL registered Courses in ALL Semesters, and the Total Number of Credits registered in ALL the Semesters. CGPA is rounded off to TWO Decimal Places. CGPA is thus computed from the I Year Second Semester onwards, at the end of each Semester, as per the formula

$$\text{CGPA} = \{ \sum_{i=1}^{M} C_j G_j \} \Big/ \{ \sum_{i=1}^{M} C_j \} \text{ … for all Semesters registered}$$

where 'M' is the total no. of courses (as specifically required and listed under the Course Structure of the parent Department) the Student has 'registered' for from the 1st Semester onwards upto and inclusive of the Semester S (obviously M > N), 'j' is the course indicator (taking into account all courses from 1 to S Semesters), C_j is the no. of Credits allotted to the j^{th} course, and G_j represents the Grade Points (GP) corresponding to the Letter Grade awarded for that j^{th} course. After registration and completion of I Year I Semester however, the SGPA of that Semester itself may be taken as the CGPA, as there are no cumulative effects.

Illustration of calculation of SGPA

Course	Credits	Letter Grade	Grade points	Credit Points
Course 1	4	A	8	4*8 = 32
Course 2	4	O	10	4*10 = 40
Course 3	4	B	6	4*6 = 24
Course 4	3	B	6	3*6 = 18
Course 5	3	A+	9	3*9 = 27
Course 6	3	B	6	3*6 = 18
	21			159

SGPA = 159/21 = 7.57

Illustration of calculation of CGPA from SGPA

Semester	Credits	SGPA	Credits * SGPA
Semester I	24	7	24*7 = 168
Semester II	24	6	24*6 = 144
Semester III	24	6.5	24*6.5 = 156
Semester IV	24	6	24*6 = 144
	96		612

CGPA = 612/96 = 6.37

9.11 SGPA of a semester will be mentioned in the semester Memorandum of Grades if all courses of that semester are cleared in first attempt. Otherwise, the SGPA shall be mentioned only on the Memorandum of Grades in which sitting he passed his last exam in that semester.

10.0 Withholding of Results

If the student has not paid the dues, if any, to the University or if any case of indiscipline is pending against him, the result and degree of the student will be withheld and he will not be allowed into the next semester.

11.0 Re-Admission / Re-Registration

11.1 Re-Admission for Discontinued Student

A student, who has discontinued the MBA degree programme due to any reason whatsoever, may be considered for **'readmission'** into the same degree programme (with the same specialization) with the academic regulations of the batch into which he gets readmitted, with prior permission from the authorities concerned.

11.2 A student detained due to shortage of attendance shall be admitted in the same semester in the successive academic years with the academic regulations of the batch into which he seeks re-registration, with prior permission from the authorities concerned.

12.0 Award of Degree and Class

12.1 If a student who registers for all the Courses listed in the Course Structure and secures the required number of **105** Credits within 4 academic years from the date of commencement of the first academic year, shall be declared to have qualified for the award of the MBA Degree that he was admitted into.

12.2 Award of Class

After a student has earned the requirements prescribed for the completion of the programme and is eligible for the award of MBA Degree, he shall be placed in one of the following three classes based on the CGPA:

Class Awarded	CGPA
First Class with Distinction	≥ 7.5
First Class	6.5≤ CGPA < 7.5
Second Class	6.00≤ CGPA < 6.5

A student with final CGPA (at the end of the MBA Programme**) < 6.00** shall not be eligible for the Award of Degree.

13.0 Conversion of CGPA into equivalent Percentage of Marks

The following formula shall be used for the conversion of CGPA into equivalent marks, whenever it is necessary

Percentage (%) of Marks = (Final CGPA – 0.5) x 10

14.0 Transitory Regulations:

A. For students detained due to shortage of attendance:

1. A Student who has been detained in I year of R22 Regulations due to lack of attendance, shall be permitted to join I year I Semester of R25 Regulations and he is required to complete the study of MBA programme within the stipulated period of four academic years from the date of first admission in I Year.
2. A student who has been detained in any semester of II year of R18 regulations for want of attendance, shall be permitted to join the corresponding semester of R25 Regulations and is required to complete the study of MBA within the stipulated period of four academic years from the date of first admission in I Year. The R25 Academic Regulations under which a student has been readmitted shall be applicable to that student from that semester. See rule (B) for further Transitory Regulations.

B. For readmitted students in R25 Regulations:

4. A student who has failed in any course under any regulation has to pass those courses in the same regulations.
5. The maximum credits that a student acquires for the award of degree, shall be the sum of the total number of credits secured in all the regulations of his/her study including R25 Regulations. **There is NO exemption of credits in any case**.
6. If a student is readmitted to R25 Regulations and has any course with 80% of syllabus common with his/her previous regulations, that particular course in R25 Regulations will be substituted by another course to be suggested by the University.

Note: If a student readmitted to R25 Regulations and has not studied any courses/ topics in his / her earlier regulations of study which is prerequisite for further courses in R25 Regulations, the College Principals concerned shall conduct remedial classes to cover those courses/ topics for the benefit of the students.

15.0 Student Transfers

15.1 There shall be no branch transfers after the completion of admission process.

15.2 There shall be no transfers from one college/stream to another within the constituent colleges and units of SHADAN COLLEGE OF ENGINEERING AND TECHNOLOGY Hyderabad.

15.3 The students seeking transfer to colleges affiliated to JNTUH from various other Universities/institutions is having back-logs at the previous University/institute, have to pass the

courses offered at JNTUH which are equivalent to the failed courses at the previous University/institute.

15.4 The transferred students from other Universities/Institutions to JNTUH affiliated colleges, shall be given a chance to write CBTs for getting CIE component in the **equivalent course(s)** as per the clearance letter issued by the University.

16.0 Mapping with the Sustainable Development Goals

All the courses specified in the course structure of every programme are mapped with the one or more sustainable development goals.

17.0 General

17.1 **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 one hour of practical work/field work per week.

17.2 **Credit Point:** It is the product of grade point and number of credits for a course.

17.3 Wherever the words “he”, “him”, “his”, occur in the regulations, they shall include “she”, “her”.

17.4 The academic regulation should be read as a whole for the purpose of any interpretation.

17.5 In case of any doubt or ambiguity in the interpretation of the above rules, the decision of the University is final.

17.6 The University may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the University.

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