



JAWAHARLAL NEHRU ARCHITECTURE AND FINE ARTS UNIVERSITY
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Academic Regulations for Master of Fine Arts (MFA) Programs
(Effective from the Academic Year **2022-2023**)
Academic Regulations for Master of Technology (M.Tech.) Programs
(Effective from the Academic Year **2023-2024**)

Preamble:

The Curriculum of JNAFAU Master of Fine Arts (MFA) Program and Master of Technology (M.Tech.) Program is in line with the spirit of NEP and aims to provide comprehensive learning opportunities in the frame work of CBCS and Outcome Based Education (OBE), which responds to diverse interests and abilities of the students. Apart from the compulsory core courses, the students can choose from the elective courses on offer in the university.

These regulations are subject to amendments as may be decided by the Standing Committee of the University from time to time. Any or all such amendments will be effective from such date and to such batches of students (including those already in the middle of the program) as may be decided by the Standing Committee.

1. Glossary of Terms

- 1.1. **Program:** An educational program leading to award of a Masters Degree in a discipline.
- 1.2. **Course:** Generally referred as a 'subject' offered under the degree program. Each course is identified by a unique course code and course title. A course may be designed to comprise lectures/ studio/tutorials/ laboratory work/fieldwork/ outreach activities/ project work/vocational training /seminars /term papers/ assignments/ presentations/ self-study etc. or a combination of some of these. All courses do not carry the same credits.
- 1.3. **Choice Based Credit System (CBCS):** In addition to the compulsory core courses in a program, CBCS provides **choice** for students to select from a number of elective courses offered. The term **credit** refers to the weightage given to the course and is usually the number of periods per week allotted to it.
- 1.4. **Re-admission:** When a student is detained in a semester due to shortage of attendance or the student takes a break of study, the student has to take re-admission to continue the program.
- 1.5. **Re-registration:** When a student has failed in a course due to low internal assessment marks, but has satisfactory attendance, the student can re-register to improve performance in internal assessment as well as external evaluation.
- 1.6. **Re-appearance/ supplementary examinations:** When a student has failed in a course and wishes to improve performance only in end semester external examination he/she can register to reappear for the supplementary examination.

2. Program Structure

- 2.1. **Category of Courses:** The program shall have a curriculum with syllabi consisting of courses as prescribed by the Board of Studies, and broadly categorized under:

- 2.1.1. **Compulsory Core (CC)** are courses deemed to be the core learning required for the discipline. These courses are part of the compulsory requirement to complete the program of study. A core course cannot be substituted by any other course. A core

course offered in this program may be treated as a Professional Elective by other programs.

- 2.1.2. **Professional Electives (PE)** are courses which are elective courses relevant to the discipline. An Elective course is generally a course that can be chosen from a pool of courses on offer. Every student shall be required to opt for the electives from the list of electives offered. Students can also opt for the electives on offer from any of the other Programs, besides his / her own discipline courses, or even do online courses with prior approval of the Department.

2.2. Credits:

2.2.1. Credits are indicative of the importance of the course. In the case of core courses and M.Tech, courses 1 period of direct teaching per week (Theory / Tutorial/ Studio/ Practical/Field work) = 1 credit. In case of MFA programmes one period of Practical/Field work = 0.5 credits

2.2.2. In the case of some courses like Thesis, Project, Internship the credits are based on their level of importance as decided by the Board of Studies and as described in their respective course structures.

- 2.3. **Pre-requisites:** Some of the courses may have pre-requisites (i.e. the student may be required to have registered and attended the course specified as a pre-requisite.)

3. Duration of Program

- 3.1. A student is normally expected to complete the Program in Two academic years (4 Semesters), but in any case not more than 4 academic years (excluding the Gap year with prior permission and including break of study for personal reasons or suspension/ detention due to disciplinary action, etc.).
- 3.2. Each semester shall normally consist of 90 working days (excluding end semester examination days).
- 3.3. **Gap Year:** A student may be permitted to take a break of study for a maximum of one academic year for professional development, with prior approval from the Vice Chancellor. In exceptional cases, this may be extended to another year after an appraisal process approved by the State Govt. / University. In such cases the student will also be eligible for award of First Class with Distinction. Rules of re-admission will apply to such cases.

4. Registration for choice of Electives:

- 4.1. Each student shall be deemed to have registered for **all the compulsory core courses** of every semester that he/she is admitted to / promoted to, on the payment of the requisite fees.
- 4.2. However, in the case of electives (as per the course structure), students shall submit their preferences from the list of electives on offer, and after allotment of the elective course, register for elective courses of their choice

5. Attendance Requirements

- 5.1 A student has to put in a minimum of 75% of attendance, in aggregate of all the courses registered in the semester (excluding approved online elective courses) for becoming eligible to register for the end examinations and for acquiring credits in each semester.
- 5.2 Shortage of attendance in aggregate up to 10% (65% and above, and below 75%) in each semester may be condoned by the College Academic Committee on genuine and valid (including medical grounds), based on the student's representation with supporting evidence.
- 5.3 Condonation of shortage of attendance as stipulated above, shall not be automatic but on the merits of the case to the satisfaction of the College Academic Committee.
- 5.4 A stipulated fee shall be payable along with the application for condonation.

- 5.5 Shortage of attendance below 65% in aggregate (including medical grounds) shall in no case be condoned.
- 5.6 A student will not be promoted to the next semester unless the attendance requirement of the present semester is satisfied. In case of such detention the student is not eligible to take the End Examination of that semester and the course registration shall stand cancelled. The student shall seek re admission for that semester when offered next.
- 5.7 In the case of re-registration for a course/s, the attendance requirement is not applicable.

6. Assessment

- 6.1 **Distribution of Internal Assessment and End Exam Marks:** Performance in each course shall be evaluated as prescribed in the respective Program's course structure and syllabus. As a general pattern, 50% of the marks in a course are through internal assessment and 50% through end semester examinations. A few courses may have 100% of the assessment purely through internal assessment. The thesis, the internship courses and many of the studio courses are assessed through a jury and viva-voce for the end semester examination.
- 6.2 In case of capstone courses such as Project / Thesis / Dissertation / Towards Exhibition in the final year, the students work shall be assessed periodically through the semester.
- On completion of approximately 2/3 of the duration of the semester expected work, if the Project Supervisor and Review panel members are of the opinion that the work does not achieve the minimum standard required, they shall report the same to the HoD / Thesis or Project Co-ordinator. The Thesis Committee (or an equivalent Committee Consisting of at least three teachers and the Review Panel Members / thesis guide shall review the progress of the students, and work once again.
- At this stage, they will assess whether the student can be permitted to proceed further with the work for appearing at the end-semester external examination. If the student is permitted, his / her work shall be reviewed once again by the same panel just before the end-semester examination, for final clearance to attend the external examination.
- 6.3 **Schedule for Internal Assessment:** The students shall diligently follow the given internal assessment schedule for the semester including submissions and tests.
- 6.4 The compiled cumulative internal assessment marks and attendance of the students will be displayed once in every four weeks for information to the students. 50% of the marks allotted for the internal assessment courses shall be finalized before the 10th week. All internal assessment marks have to be finalized and submitted to the DE before the first day of End Semester Examinations of the semester.

7. Award of Letter Grades

- 7.1 The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

S. No.	%of Marks		Letter Grade	Grade Points
	Minimum	Maximum		
1.	90.00	100.00	A	10
			+	
2.	80.00	89.99	A	9
3.	70.00	79.99	B	8
4.	60.00	69.99	C	7
5.	50.00	59.99	D	6
6.	40.00	49.99	E	5
7.	00.00	39.99	F	0
8.	<i>Shortage of attendance and hence prevented from writing end semester examination</i>		SA	0
9.	Absent for End semester examination		Ab	0
10.	Satisfactory *		Satisfactory	0

Example of assignment of letter grade and grade points for marks:

Course Title	Int. Marks	End Exam	Total	Grade	Grade point (GP)
Course X1	22	25	47	E	5
Course X2	39	41	80	A	9
Course X3	37	34	71	B	8
Course X4	29	30	59	D	6
Course X5	25	24	49	E	5

7.2. A student who earns at least an 'E' grade in a course is declared to have successfully completed the course, and is deemed to have earned the credits assigned to that course. A course successfully completed cannot be repeated.

7.3. Students who fail to appear for end semester examinations will be marked as 'Ab' (Absent) and should register for supplementary examination by paying the prescribed fees.

8. Academic Requirements: The following academic requirements have to be satisfied, in addition to the attendance requirements mentioned in clause 5.

8.1 A student shall be deemed to have satisfied the academic requirements and earned the credits allotted to each subject/ course, if the student secures not less than 40% marks in the semester end examination, and a minimum of 40% marks in the sum total or aggregate of the Internal Assessment and Semester End Examination taken together; in terms of letter grades, this implies securing 'E' grade or above in that subject/ course.

8.2 A student failing in any course on the first attempt will not be eligible for any awards.

8.3 A student eligible to appear in the end semester examination for any course, but absent from it or failed (thereby failing to secure 'E' grade or above) may reappear for that course in the supplementary examination as and when conducted. In such cases, the internal marks obtained earlier for that course will be retained, and added to the marks obtained in the end semester supplementary examination for evaluating performance in that course.

9. Re-admission and Re-registration

9.1 A student may be detained in a semester due to shortage of attendance. Students detained due to shortage of attendance may be re-admitted when the same semester is offered in the next academic year for fulfillment of academic requirements.

9.2 In all cases of re-admission, the academic regulations that are in force in that academic year will be applicable.

9.3 If a student fails in a Professional Elective, the student may re-register for the same or register afresh for any other Professional Elective course respectively in the subsequent semesters. In case of re-registration in the same course or the student registers for any other elective course, attendance is not mandatory.

9.4 A student who fails in any course may be permitted the option of re-registering in that subject only if the internal assessment marks are less than 40%, so as to enable him to improve/redo and resubmit the work for internal evaluation. In such cases of re-registration, the student's previous performance both in the internal evaluation and end evaluation in the particular subject/s shall stand cancelled and he/she shall be required to appear for the end semester evaluation again (end examination and /or external jury as the case may be).

9.5 The maximum number of courses a student may be permitted for 're-registration' in a semester is limited to three. Re-registration of any course should be done within 15 days from the date of commencement of class work. The students also have to register for the end examination at the time of notification for the re-registered courses. A stipulated fee shall be payable towards re-registration in any subject.

9.6 Every college shall send a list of re-registered candidates with course details to the office of

the Director of Evaluation within one month from the date of commencement of the semester.

9.7 The student may attend classes in the case of the re-registered courses, if the student wishes. However, the attendance requirement is not compulsory for such courses.

11. Grade Points, SGPA and CGPA Calculation

11.1. After the results are declared, Grade Sheets will be issued to each student which will contain the list of courses registered during the semester and the performance in each with details of whether passing or failing, credits earned in that semester, promoted or not, letter grades, grade points, etc.

11.2. **Grade Points:** The grade points obtained in a subject multiplied by the credits for that subject will be the weighted grade points.

$$\text{Weighted Grade Points (WGP)} = C \times GP$$

Where 'C' is the number of credits assigned for the subject and 'GP' is the Grade Point obtained as per the Table in clause 7.1 above.

11.3. **SGPA:** The sum of the weighted grade points divided by the total number of credits in a semester will give the Semester Grade Point Average (SGPA).

$$\text{SGPA} = \frac{\sum C_i GP_i}{\sum C_{ii}} = 1 \text{ to } n$$

Where n is the number of courses the student registered for in the semester, 'C' is the number of credits allotted to each of the courses, and 'GP' is the grade-point obtained by the student in the respective courses.

An example follows:

Course Title	Credits (C)	Grade (GP)	Weighted Grade Points (WGP)
Course X1	3	7	21
Course X2	8	8	64
Course X3	8	7	56
Course X4	7	7	49
Course X5	2	6	12
Course X6	2	6	12
Total	30		214
Semester Grade Point Average (SGPA) = Total WGP/ Total credits =			7.13

11.4. **CGPA:** The Cumulative Grade Point Average (CGPA) will be computed for every student as:

$$\text{CGPA} = \frac{\sum C_i GP_i}{\sum C_{ii}} = 1 \text{ to } m$$

Where 'm' is the number of subjects registered for in all the semesters from the 1st semester onwards. 'C' is the number of credits allotted to each of the courses, and 'GP' is the grade-point obtained by the student in the respective courses.

11.5. The CGPA and SGPA will be rounded off to the second decimal place and recorded as such.

11.6. For the purpose of computation of the final CGPA, award of degree, award of the class as in clause 14, the performance in 80 credits will be taken into account.

12. Eligibility for the Award of Degree: A student shall be eligible for the award of the Masters Degree in the specific discipline into which he/she was admitted, if the following academic regulations are fulfilled:

12.1. Has pursued the program of study for not less than two academic years and not more than four academic years. Students, who fail to fulfill all the academic requirements for the award of the degree within four academic years from the year of their admission, shall

forfeit their seat in the program and their seat shall stand cancelled.

12.2. Successfully secured "Satisfactory" grades in all the mandatory non-credit courses/ activity.

12.3. Has secured a minimum of 5.0 CGPA

12.4. No disciplinary action is pending against the student.

13. Withholding of the results: The results of a student may be withheld if:

13.1. He/she has not cleared any dues to the University/Institution.

13.2. A case of disciplinary action against the student is pending disposal.

14. Classification of the Degree Awarded

14.1. After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of the Masters Degree in the Program to which he/she was admitted, he/she shall be placed in one of the four classes as shown in the Table.

First Class with Distinction	8.0 and above of CGPA.
First Class	Below 8.0 but not less than 7.0 of CGPA.
Second Class	Below 7.0 CGPA but not less than 6.0
Pass Class	Below 6.0 CGPA but not less than 5.0

Note : In all the above cases CGPA shall be calculated from the **80 credits**

14.2. A student who is absent in End Semester Examination in a course after having registered for the same shall be considered to have appeared in that examination (except in the case of approved withdrawal from end semester examinations as per clause 15) for the purpose of classification.

15. Provision for Withdrawal from Examination:

15.1. A student may, for valid reasons, (medically unfit/unexpected family situations / sports/ etc.) be granted permission to withdraw from appearing for the end semester examination in any course or courses in ANY ONE of the semester examinations during the entire duration of the degree program. The application shall be submitted to the Principal/ Chief Superintendent of the Examination with the required documents. Either prior/facto approval shall be taken from the Chief Superintendent of Exams. Such cases shall be informed to the D.E. by the Principal/Chief Superintendent for taking appropriate action.

15.2. Withdrawal application shall be valid only if the student is otherwise eligible to write the examination (Clause 5) and also recommended by the Head of the Department (excepting in the case of any unforeseen incident occurring after registration for the examination, which prevents the student from attending/writing the examination).

15.3. Withdrawal shall not deprive the student from being considered for any awards, unless the withdrawal is in the case of the final semester exams of the program.

16. Malpractice: If a student indulges in malpractice in any of the examinations, he/she shall be liable for punitive action as prescribed by the University from time to time.

17. General

17.1 In case of any doubt or ambiguity in the interpretation of the academic regulations, the decision of the Vice-Chancellor is final.

17.2 The University may from time to time revise, amend or change the Regulations, Curriculum, Syllabus and Scheme of Assessment.

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