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ACADEMIC REGULATIONS

FOR

POSTGRADUATE PROGRAMMES IN

MASTER IN COMPUTER APPLICATION (MCA)

1. Introduction:

1.1 The provisions contained in this Regulation will govern the conditions for imparting courses of instructions, conducting examinations and evaluation of students' performance leading to the following degree:

- (a) 3 year courses in Master in Computer Application (MCA).

This regulation is effective from the session starting from the academic session 2008-09.

1.2 **Disciplines:** The disciplines in which the course of studies are available is Master in Compute Application (MCA) .

1.3 The Board of Management may, on the recommendation of the Academic Council (A.C.), change any or all parts of this Regulation at any time considered appropriate by the Academic Council.

2. Academic Calendar

2.1 The academic session is divided into two semesters each of approximately of 18- 20 weeks duration : an Autumn Semester (July – December) and a Spring Semester (December – May).

2.2 The Academic Council approved schedule of academic activities for a session, inclusive of dates for registration, class test and end-semester examinations, inter-semester breaks etc., shall be laid down in the Academic Calendar for the session. The Academic Calendar shall strive to provide for a total of about 90 working days in each semester excluding the End Semester Examination.

3. Admission

3.1 Admission to all courses will be made in the Autumn Semester of each session, at the First Year level, through a Common Admission Test (SAAT) conducted by the University every year.

3.2 Besides the successful SAAT candidates a specified % of students to be admitted to a course may be admitted through other State Level/National Level Examination as approved by A.C. & B.M.

3.3 In special cases the Institute may admit students to a course on transfer from other Institutes . Such admission may be made at any level considered appropriate by the Academic Council except at first year level.

3.4 Provisions of this Regulation do not prevent the University from allowing students enrolled in a University in India or abroad to attend specified subjects in one or more semesters without leading

to any degree on certain terms and conditions to be specified by the Academic Council and approved by the Board of Management.

3.5 All students admitted to any of the courses including those accepted under clause 3 . 4 above shall be required to pay at the time of joining and also in subsequent semesters prevalent tuition and other fees as prescribed by the University till they are on roll.

3.6 The University reserves the right to cancel the admission of any student, and ask him/her to discontinue his/her studies at any stage of his/her career on grounds of unsatisfactory academic performance, irregular attendance in classes or indiscipline.

3.7 The University reserve the right to fill up the vacant seats, if any in any discipline on a suitable basis as approved by the competent authority.

4 Residence:

4.1 The University is essentially a residential one and unless otherwise exempted/permitted, every student shall be required to reside in, and be a boarder of a Hostel to which they are assigned.

4.2 The terms and conditions that a student must fulfill during his/her stay in a Hostel of the University are mentioned in **Appendix-I**.

5 Attendance:

5.1 Attendance in all classes (lectures, tutorials, laboratories, workshops, etc.) is compulsory. A student may be debarred from appearing at an examination on ground of unsatisfactory attendance.

5.2 Absence from classes without prior permission will be considered as an act of indiscipline.

5.3 Detailed rules regarding attendance in classes etc., are given in **Appendix – II**.

6 Conduct and Discipline:

6.1 Students shall conduct themselves within and outside the premises of the University in a manner befitting the students of the University.

6.2 Detailed rules regarding conduct and discipline are given in **Appendix – III**.

7 Course Structure:

7.1 The duration of courses leading to the three year degree to be awarded under these Regulation are as follows:

MCA	3 years
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A student would be conferred the MCA 3 year Degree on successful completion of six semesters of study.

7.2 The curricula for the MCA degree programme as proposed by the Board of studies (BOS) and recommended by the Board of Faculty (BOF) shall

have to have the approval of the Academic Council. The Board of Studies would prepare the syllabus of each subject containing the scope of studies and detailed instructions to be imparted which must have the approval of the Board of Faculty.

- 7.3 All subjects would have a lecture-tutorial-experiment/design components(L-T-P) to indicate the contact hours. 'T' and 'P' components of a subject may be void. Separate pure laboratory subject (0-0-P) may also be provided.

All subjects would have a credit count 'C'. Teaching of subjects would be reckoned in terms of credits.

Every subject would have a list of subjects (may be void) as its pre-requisite. A student who has qualified in all the subjects in the pre-requisite would be allowed to register in the subject. The department concerned would have the prerogative to waive the prerequisite for a student if it is satisfied through a test that the student otherwise has gained sufficient proficiency to take up the subject.

Subject to availability a student, irrespective of his/her level or discipline of study, may be allowed to take a subject including an MCA. subject as an elective or additional subject, defined subsequently in this section, if he/she satisfies its pre-requisite.

- 7.3 The following provisions will be applicable if EAA is provided in the curriculum.

- a) Every student admitted in the first year is required to register in the Extra Academic Activity (EAA) if provided in the curricula.
- b) Except as stated in clause 7.4 (c) and (d) below (provided in the curricula) all first year students will register in the NCC/NSS/NSO .
- c) Physically handicapped will register in the NSS/NSO (if provided in the curricula).
- d) Any student who is proficient in sports may be permitted to register in the NSO (if provided in the curricula).

- 7.5 During the next two semesters also the students will be required to register for one of the Extra Academic Activities (if provided in the curricula). Students may choose any one of the following activities: NCC, NSS or any sports/athletic activities or NSO as may be approved by the Academic Council.

7.5.1 MCA

To get the degree, a student must fulfill the requirements of MCA studies and in addition he/she must take at least two courses each in Humanities and one course in Management.

7.5.2 MCA

The requirement in a discipline would be specified by the department and would include (a) Basic

Science requirements, (b) Computer Science requirements, (c) Professional subjects – both core and elective, (d) Projects and (e) Comprehensive viva-Voce.

8. Additional Credits:

- (i) If a student has a Cumulative Grade Point Average (CGPA) equal to or greater than 7.50 without any backlog, he/she would be allowed to take additional subjects within and/or outside his/her own discipline to earn additional credits up to 33% of his/her requirement for the programme. A student would be allowed to register in an additional subject only if he/she satisfies the pre-requisite, there is no clash in the time table and the class size permits.
- (i) For computing the CGPA the student has to declare his/her contributing subjects at the beginning of a semester.
- (ii) Once a student has registered in an additional subject, the grade obtained (including F-grade) in that subject would invariably be recorded in his/her grade card. The credit contribution of these additional subjects to the computation of CGPA, however, would be considered as nil.
- (iii) For allowing a student to register further in additional subjects at any point of time, he/she has to maintain a grade point average of 7.00 in additional subjects taken up by him/her so far.

9. Registration:

- 9.1 Every student of MCA is required to be present and register at the commencement of each semester on the day fixed for and notified in the Academic Calendar.
- 9.2 Registration of students for the First (Autumn) Semester will be centrally organized by the Institute. For all other semesters the registration will be organized departmentally under the supervision of the Head of the Department.
- 9.3 A student who does not register on the day announced for the purpose may be permitted, in consideration of any compelling reason, late registration within the specified working days on payment of a prevalent additional late fee as prescribed by the University. Normally no late registration shall be permitted after the specified working days from the scheduled date.
- 9.4 Only those students will be permitted to register who have:
 - a) Cleared all Institute and Hostel dues of the previous semesters,
 - b) Paid all required prescribed fees for the current semester, and