

# Indian Institute of Technology Indore



## **Rules and Policies for Bachelor of Technology and Minor Programs**

**August 2024**  
**[After incorporating decisions of the 45<sup>th</sup> meeting of the Senate held on  
06 August 2024]**



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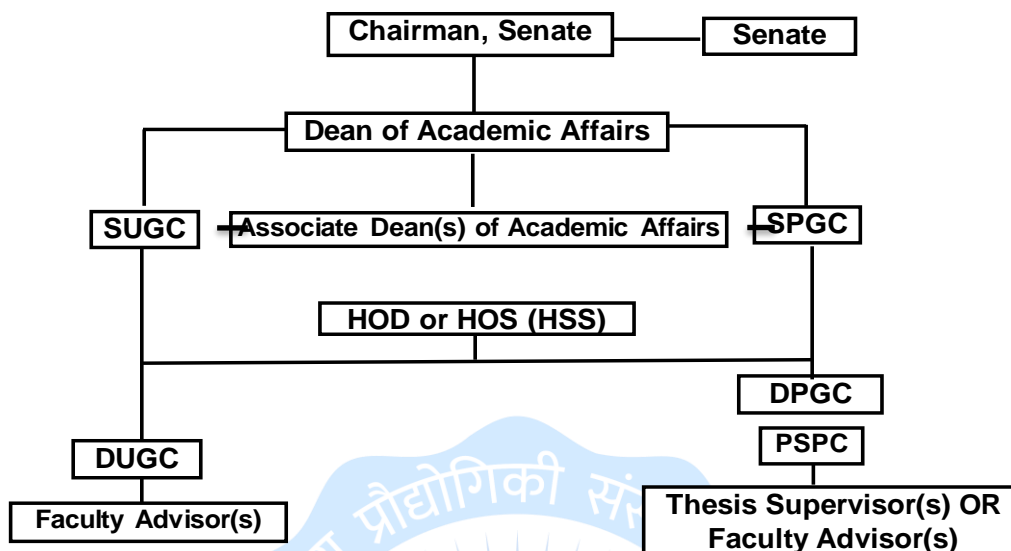
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## Rules and Policies for the UG Programmes

### Organization Structure for Academic Matters



**1.1 Faculty Advisor:** On joining the institute, a student is assigned to a Faculty Advisor. The faculty advisor will provide guidance and advice concerning academic, professional, and personal growth of the assigned students. The guidance to the students will enable them to complete their course of study in a smooth and satisfactory manner.

**1.2 Department Under-Graduate Committee (DUGC):** Each department/ Department/inter-disciplinary research program has a DUGC to deal with all the academic matters of its UG students. The committee members and its convener are appointed by the concerned HOD. The Faculty advisors of the UG students report the academic matters related to the UG students to the concerned DUGC. Its composition and work scope are described below:

Composition of DUGC	Work Scope
<p><b>1. Members:</b> 3-4 faculty members representing all the major specialization of that Department and UG Student Representative nominated by the Students Gymkhana (for non-evaluation item only).</p> <p><b>2. Convener:</b> One of the members of DUGC</p> <p><b>3. Appointing authority:</b> The concerned HOD.</p>	<ol style="list-style-type: none"> <li>To deal with all issues related to <b>academic programs, UG curriculum and courses, academic performance, academic indiscipline, academic malpractices</b> of individual UG students and send its recommendations to the SUGC.</li> <li>Assessment of the <b>academic programs</b> and suggests appropriate <b>revisions or modifications or improvements</b> to Academic Senate through SUGC.</li> <li>Revising the UG curriculum.</li> <li>Starting of new UG programs and courses and recommending same to the SUGC.</li> <li>Cases of <b>Early-termination</b> of the UG students of the concerned Departments/Disciplines.</li> <li>Any issue related to UG students.</li> </ol>

**1.3 Senate Under-Graduate Committee (SUGC):** This is an Institute level committee to deal with all the academic matters of the UG students based upon the recommendations of the

concerned DUGC and it submits its recommendations to the Senate. Its composition and work scope are described below:

Composition of SUGC	Work Scope
<p><b>1. Members:</b></p> <p>(A) Conveners of DUGC of all Departments, HSS and centers.</p> <p>(B) Two UG student representatives nominated by the Student Gymkhana (for non-evaluation item only).*</p> <p>2. <b>Convener:</b> Nominated by the Senate.</p> <p>3. <b>Member Secretary:</b> DR/AR (Academics) <i>ex-officio</i>.</p>	<ol style="list-style-type: none"> <li>1. To discuss all the issues recommended by the DUGCs covering the <b>academic programmes, UG curriculum and courses, academic indiscipline, academic malpractices</b> and send its recommendations to the Senate.</li> <li>2. Based upon the recommendations of the DUGC, assessment of the <b>academic programs</b> and suggest appropriate <b>revisions or modifications or improvements</b> to Senate.</li> <li>3. Discussing the revision of the UG curriculum based upon the recommendations of the DUGC and recommending the same to the Senate.</li> <li>4. Discussion on the starting of new UG programs.</li> <li>5. Discussion on starting of new UG courses and recommending the same to the Senate.</li> <li>6. Cases of <b>Early-termination</b> of the UG students keeping in view the recommendations of the concerned DUGC.</li> <li>7. Any issue related to UG students.</li> </ol>

(\* can be excused from those meetings or part of meeting in which certain academic performance issue of the students are to be discussed)

**2. Policy for Branch Change:** After successful completion of the first two semesters, student can apply for change of branch, subject to the fulfillment of the following conditions:

- I. Students without any non-credit earning grades (i.e. FR, XX & NP) and having CPI > 6.5 for students of GEN, OBC-NC and EWS categories and CPI>6.0 for students of SC and ST categories are eligible to apply and can give their choices.
- II. Top 1% students of the total students who complete first year of study will be eligible for change of branch without any constraints.
- III. For other students change will be permitted strictly on merit cum preference basis.
- IV. The request for change (in order of merit cum preference) from branch A to branch B will be considered if:-
  - (a) Number of transfers to branch B does not exceed 10% of its sanctioned strength inclusive of two vacancies for meritorious eligible students of SC and ST categories.
  - (b) Number of students on roll in the branch A does not fall below 85% of its sanctioned strength.
  - (c) The request of Student 1 will be re-considered (again in order of merit cum preference) if student 1 does not violate point (b) above due to another student getting transfer to branch A.

- (d) If student 1 is not permitted to change from branch A to B (due to (b) above), any other student in any branch with CPI less than Student 1 will also not be permitted to change to branch B.
- V. Branch Change will be allowed only once at the beginning of the second year of B Tech programme. No application for change of branch during the subsequent academic years will be entertained.
- VI. If there is a tie between two students, then the student having more number of higher grades will have higher merit.
- VII. After the branch change of top 1% students (as per rule), the vacancies created in the parent branches should be considered in branch change as per merit cum preference basis. However, any movement vacancy created later due to movement of students from one branch to another branch will not be considered.

### 3. Policy for Class Attendance:

- I. The weight-age for attendance is considered as *10 marks out of total 100 marks*.
- II. Keeping marks for attendance is solely up to the discretion of the course coordinator. He/she may not keep marks for attendance, but if they keep marks for attendance, the below-mentioned proposed scheme must be implemented:
- III. Those students who have an attendance percentage of 80 and above (i.e.,  $\geq 80\%$ ) would be awarded complete ten marks (i.e., *10/10*).
- IV. Students whose attendance percentages lie between 50 to 80 (50% - 80%) have their attendance score calculated as the ratio of their attendance percentage points and the threshold attendance percentage requirement, multiplied by 10. *This hence guarantees a range of 6.25 to 10 marks attainable.*
- V. *For example if the attendance threshold percentage is 80% and the student attends 60% of the classes, the student would be awarded a score of  $(60/80)*10=7.5$  marks on 10.*
- VI. For students with border line attendance (for example: 49% or 79%), it is solely up to the course coordinator to consider the student for 50% minimum attendance or the threshold attendance of 80%.
- VII. Students whose attendance percentages lie below 50 (i.e.,  $<50\%$ ) *would not be allowed to appear for the end-semester exams*, would get an XX grade and would have to repeat the course. However, this decision of awarding XX grade is *solely up to the discretion of the course coordinator*.
- VIII. If any student misses classes for institute events like FLUXUS or to represent IIT Indore (in BAJA, ROBOCON, etc.) or due to medical reasons, the students ought to be granted attendance for the missed classes as per the discretion of the course coordinator (on the production of supporting documents or notification by the Academic Office/DOSA/Student Gymkhana as per the underlying reason).

### 4. Policy for Academically Underperforming students {Senate resolution no.9.12}:

An academically underperforming student can register for the higher-level courses in a semester based on his/her Academic Standing (AS) determined on the basis of his/her overall academic performance in two preceding regular semesters (i.e. Autumn and Spring semesters only). The following are five academic standings:

**Category I (Excellent):** A student who has *earned all the credits* prescribed up to that semester of his/her Department **AND** has **CPI equal to or greater than 8.0**.

**Category II (Satisfactory):** A student who has *registered for at least 3 theory courses with each course having 3 credits (i.e. total 9 credits)* in each of the **preceding two regular**

semesters in which he/she has registered **AND** has *earned credits in all the registered courses* in these two semesters.

**Category III (Unsatisfactory):** A student who has *registered for at least 3 theory courses with each course having 3 credits (i.e. total 9 credits)* in each of the preceding two regular semesters in which he/she has registered **AND** could *not earn credit in only ONE theory course*.

**Category IV (Deficient):** A student who has *registered for at least 3 theory courses with each course having 3 credits (i.e. total 9 credits)* in each of the preceding two regular semesters but could *not earn credit in MORE THAN ONE THEORY course*.

**Category V (Underperforming):** A student who *could not earn credits in AT LEAST 3 THEORY COURSES with each course having 3 credits (i.e. total 9 credits)* in *either* of the preceding two regular semesters.

**Table:** Details of the maximum permissible theory courses for different Academic Standing (AS).

<b>Maximum Permissible Number of Theory Courses for UG Students according to the Academic Standing* till AY 2023-24</b>			
	<b>1<sup>st</sup> semester</b>	<b>2<sup>nd</sup> semester</b>	<b>3<sup>rd</sup> to 8<sup>th</sup> semester</b>
Prescribed number of theory courses	Six	Six	4-6 theory courses (without minor program and additional learning)
AS: Category I	Six	Six	Prescribed number of theory courses in the respective semester <b>plus</b> maximum two theory courses on <b>regular basis</b> for additional learning including Minor program.
AS: Category II	Six	Six	Prescribed number of theory courses in the respective semester <b>plus one</b> additional theory course on <b>regular basis</b> either for additional learning including Minor program or for registering the missed courses of the respective semester.
AS: Category III AS: Category IV	Six	Six	Prescribed number of theory courses in the respective semester <b>plus one</b> additional theory course on <b>regular basis</b> for registering the missed courses of the respective semester.
AS: Category V	Six	Six	Prescribed number of theory courses in the respective semester <b>minus</b> one theory course.

- A student **having academic standing of category II-V** have to register for those course(s) in which he/she has not earned any credit as **“regular course(s)”** from the available courses within the maximum permissible limit of the theory courses for that particular semester.
- A student not having earned credit in a theory course has to repeat the course if it is a compulsory course and can either **repeat or replace** it, if it is an elective course.
- Courses should be selected carefully so that clash of class timing is avoided
- A student **should not register** for a course which has a pre-requisite and the concerned student has not earned credit in that pre-requisite course(s).

#### **4.1 Revised policy for Academically Underperforming students {Senate resolution no.36.4}:**



**Maximum permissible number of credits by UG students according to the Academic Standing  
(From AY 2023-24 for the batch admitted in AY 2023-24)  
(From AY 2024-25 onwards for all batches)**

AS: Category	Maximum Permissible credits in a particular semester	Remarks
Category I (CPI $\geq$ 8 and no FR)	30	Including minor and additional learning courses available in the basket.
Category II (CPI $<$ 8 and no FR)	28	Including minor and additional learning courses available in the basket.
Category III ( $x \leq 3$ )	26	Including regular, backlog and dropped courses. <b>x represents non earned credits</b>
Category IV ( $3 < x \leq 6$ )	22	
Category V ( $6 < x$ )	19	

**5. Maximum Duration of BTech Program: Following is the maximum duration to pass in all the prescribed courses of the four-year BTech program at IIT Indore.**

- **SEVEN** Years for students belonging to General/ OBC category.
- **EIGHT** Years for students belonging to ST/ SC and PwD category.

However, just staying in the maximum duration of the program without passing all the prescribed courses will not ensure the award of the degree to a student i.e. it is the responsibility of a student to earn credits in all the prescribed courses in the maximum allowable duration.

**6. Policy for the Components of Evaluation**

- I. As per the Institute policy, mid semester examination (MSE) and end semester examination (ESE) are the **essential components of the evaluation** with a **minimum weightage** of 20% and 40% and **maximum weightage** of 40% and 60% respectively.
- II. Other components of evaluation such as quizzes, term paper, term project, home assignments, viva, etc. can constitute maximum weightage up to 40% ONLY.
- III. MSE and ESE are to be conducted as per the scheduled exam time table and as per the notified seating plan.
- IV. The question papers for the MSE and ESE (including for open-book and take-home type) are to be submitted in the Academic Office within at least one working day in advance for distribution to all the invigilators for a particular MSE or ESE as per the seating plan.

- V. **Only home assignments during the entire semester without MSE and ESE are NOT allowed to evaluate the students registered in a particular course. This is against the institute norms, dilutes the academic standards of the Institute and highly unfair to the students. The faculty members must desist from such practices.**
- VI. Any deviation from this policy is not allowed without prior approval.

### 7. Policy for Open-Book and Take-Home Exam

- I. The concerned faculty has to declare well in advance in the class about the **Open-book or Take-home exams** to the students. The faculty should also declare, about what will be allowed in the Open-book exams i.e. lecture notes, handouts, data handbook, data sheets, etc. The question paper must contain the detailed instructions for the **Open-Book Exam** so that there is no confusion to the invigilators.
- II. The **Open-book exam** will be of same duration as per the institute norms for the MSE or ESE or quiz. For any deviation from this, approval from DOAA must be taken in advance.
- III. Both Open-book and Take-home exams are to be conducted on the **scheduled day as per the exam time table** using the IIT Indore answer sheets only.
- IV. The **question paper** for both type of exams should be of such standards that they demand the necessity of having Open-book or take-home exam.
- V. The question paper should be submitted to the Academic Office, which distributes them to the different invigilators according to the seating plan for the exam.
- VI. Other Details for the **Take-home exam**.
  - (a) The Take-home exam generally should be of **maximum 24 hours duration** only. For any duration more than this, prior approval from DOAA needs to be taken.
  - (b) **To maintain the fairness of take-home exams and to avoid mass copying**, the questions should be **open-ended type** which cannot be solved by a group of students. To achieve this objective, the faculty is required to make **different sets of question papers equal in number to the number of the registered in his/her course**. The concerned faculty should also inform the Academic Office about, which student to be given which set of question paper, so that the students do not interchange the question paper after taking it home.
  - (c) Students should be asked to collect the Question paper from the Academic Office during the specified time only.
  - (d) The answer sheets must be submitted to the Academic Office within the stipulated time along with the question paper. The concerned faculty will collect the answer sheets from the Academic Office as done in case of regular exams.
- VII. Any deviation from this policy without prior approval will be considered very seriously.

**8. Policy regarding Rescheduling of Mid Semester Exam (MSE) and End Semester Exam (ESE) and other Components of Evaluation:** Following policy is followed to deal with the request of re-scheduling the MSE, ESE and other components of evaluation scheduled as per the Academic Calendar:

- I. Since, the schedules of MSE and ESE for both Autumn and Spring semester is known 6-8 months in advance therefore, **students should NOT participate and/or organize any event/competition which clashes with the dates of MSE and ESE.**
- II. Request of the students to reschedule MSE and ESE will NOT be considered for any **unapproved participation/events** which clashes with the dates of MSE and ESE.

- III. The Faculty members will not entertain the direct requests of the students to reschedule MSE, ESE and other exams for their unapproved participation/event.
- IV. Request for rescheduling the exams for **approved events/participation** duly recommended by Students Gymkhana and DOSA must be sent to the Convener, Time Table Committee well in advance before the exam schedule is notified.
- V. The MSE and ESE will **be pre-poned** and not **post-poned** in following extreme cases when there are clashes with the declared dates of MSE and ESE:
- Interviews for IIMs admission
  - Medical emergency of the student himself/herself
  - Approved participation in those Events/ Competitions which are recommended by the Students Gymkhana and DOSA
- Deviation from above is to be treated on the merit of the case.
- VI. The concerned Faculty member / Course Coordinator should submit the question papers for such pre-poned exams to the Academic Office for conducting such exams.
- VII. The student will have to return the question paper along with the answer sheet for such pre-poned exams.
- VIII. In rare case, if any exam cannot be re-scheduled and a student misses, then he/she will be treated absent and awarded ZERO marks for such missed exams. (NB: ***It is compulsory to appear in ESE of a course. A student absent in the ESE of a course, is to be awarded FR grade irrespective his/her performance in semester components of evaluation***)
- IX. For better planning of the Academic Calendar (AC), the Student Gymkhana must inform the Academic Office about the reputed important Competitions and Events in which students are likely to participate at the time of preparation of the Academic Calendar. The Academic Office will try to take care of the events/participation as informed by the Students Gymkhana while preparing AC.
8. **System of evaluation and award of grades:** At the end of every semester, a student is awarded a grade based on his/her performance in examination, in every course registered by him/her. These grades are described by the letter grade and have numerical equivalent called the grade points as given below:

Letter grade	Grade point	Remark
AP	10	Awarded to the students with exceptional performance in the course
AA	10	Passing grades based on the marks scored by the student
AB	9	
BB	8	
BC	7	
CC	6	
CD	5	
DD	4	
FR	0	
FF	0	<ul style="list-style-type: none"> <li>• Repeats the course (for compulsory course).</li> <li>• Repeat or replace the course (for elective course).</li> </ul>
XX	0	
PP	-	Pass (for non-credit course)
NP	-	Not Pass (for non-credit course)
AU	-	Pass (for audit course)
SS	-	Satisfactory (for PhD thesis)
US	-	Unsatisfactory (for PhD thesis)

- I. Scale of marks to award the above mentioned grades will be decided by the concerned Course Coordinator. However grades will be authenticated by Senate Under Graduate Committee (SUGC) before releasing the grades. Course coordinator(s) should not reveal the grades to students before authorization by SUGC. They may show the Answer Sheets and marks to the students.
- II. For AP grade upper cap is 2% with class strength of 25 or above i.e. for a class strength of 25 to 50, 1 student can be awarded AP grade.
- III. Upper cap for AA grade is 15% (including 2% of AP grade), it can be rounded-off to higher integer number in case of fractional number, i.e. 6.1 can be made 7.
- IV. Highest grade that can be awarded to a student repeating a course [on account of earning FR or XX grade in that course in previous semester(s)] is BC.
- V. Minimum grade for earning credits in a course is DD.

#### 9. Grade to percentage conversion certificate students {Senate resolution no.44.9}:

The Institute awards cumulative performance index (CPI) on a scale of 10.00, and the same can notionally be converted to a percentage by simply multiplying by 10. In cases of employment or requirement by any external body/institute, a CPI of 6.00 or above is to be considered first-class.

#### 10. Mapping of grades of students going under international semester exchange program {Senate resolution no. 35.4}:

Numeric range [H, L] where H is the highest passing Grade and L is the lowest passing Grade.

Compute constants a and b such that  $aH + b = 10$  and  $aL + b = 4$

i.e.  $a = 6/(H-L)$

$b = (4H-10L)/(H-L)$

For any numeric grade 'x' scored by the student in a university/Institution, then the numeric grade in the IITI system will be computed as floor {ax+ b}.

**Example: 1.** A university provides a numeric range [4, 1] where 4 is the highest passing Grade point and 1 is the lowest passing Grade point, then any numeric score (X) will be mapped as below:

Highest passing Grade point	Lowest passing Grade point	$a=6/(H-L)$	$b=(4H-10L)/(H-L)$	Numeric value Scored(X) by the students within the Grade range [4,1]	Mapped Numeric Grade in IITI= aX+b	Equivalent Grade Point
4	1	2	2	4	10	AA
4	1	2	2	3.5	9	AB
4	1	2	2	3	8	BB
4	1	2	2	2.5	7	BC
4	1	2	2	2	6	CC

4	1	2	2	1.5	5	CD
4	1	2	2	1	4	DD

**Example: 2.** A university provides a numeric range [4, 3] where 4 is the highest passing Grade point and 3 is the lowest passing Grade point, then any numeric score (X) will be mapped as below:

Highest passing Grade point	Lowest passing Grade point	$a=6/(H-L)$	$b=(4H-10L)/(H-L)$	Numeric value Scored(X) by the students within the Grade range [4,3]	Mapped Numeric Grade in IITI= $aX+b$	Equivalent Grade Point
4	3	6	-14	4	10	AA
4	3	6	-14	3.833	9	..
4	3	6	-14	3.667	8	..
4	3	6	-14	3.5	7	BC
4	3	6	-14	3.333	6	..
4	3	6	-14	3.167	5	..
4	3	6	-14	3	4	DD

#### 11. Policy on Academic Bank of Credits (ABC) {Senate resolution no. 36.3} :

- I. ABC provides credit accumulation, credit transfer and credit redemption to the students of the Institute.
- II. Credits deposited in ABC can not be redeemed against a core course of an academic program.
- III. All additional credits earned by a student (over and above the prescribed credits in a semester) can be deposited in the ABC.
- IV. For the usual theory courses in any of the major UG program, the redemption will apply if and only if a Department Elective (DE) in ABC replaces Department Elective (DE) in the academic program, an Open Elective (OE) in ABC replaces an Open Elective(OE) in the academic program, and also provided they are courses at the same level. However, for internship, immersion program, entrepreneurship and other such courses a separate mechanism for redemption needs to be worked out.
- V. Validity duration will be the maximum duration for completion of academic program.
- VI. Online courses through NPTEL / SWAYAM etc. will be permitted a max of one for PG/Ph.D. and two for UG students. However, prior permission will be mandatory for the same.

#### 12. Policy for Auditing a Course:

- (i) If a student **formally registers** to audit a course through proper course registration and wants **Audit grade (AU)** to be printed on his/ her grade sheets for that course then the concerned student
  - (A) Must meet the class attendance criteria of that course as announced by the course coordinator **AND**
  - (B) Must appear in all the components of the evaluation and secure a pass grade (i.e. non-FR) grade at the end of the semester. Otherwise, audit of a course will be considered

an **informal arrangement** between the concerned student and the concerned Course Coordinator for attending the course classes for the sake of enhancement of knowledge/information/skills and in such cases no grade will be shown in the grade sheet for such audited course. No re-exam will be conducted for audit courses.

(ii) The number of **formal or informal audit registered students** cannot be used to satisfy **the minimum student criteria to run a course**.

### **13. Policy on Summer Semester from AY 2024-25 onwards {Senate resolution no. 45.8}**

- a. Summer semester course is meant for essentially clearing backlog courses only, and are willing to repeat the course. However, relaxation may be given to final year UG/PG students in elective courses.
- b. A minimum of 5 students for UG / 3 students for PG course must be there for running a course in the summer semester.
- c. To facilitate final year students an exemption to the above rule of minimum required number of students for running a course is suggested.
- d. The faculty member of the concerned department/center should be willing to float the course in the summer semester.
- e. The students are expected to maintain > 75% attendance throughout the summer semester course, and the summer course can not be offered online.
- f. If the student passes the summer course or any course in second or more attempt, then the maximum grade that can be awarded will be limited to 'BC'.
- g. A student can at most register for 12 credits in a summer course, and for registering in summer course academic standing restrictions will not apply.

### **14. Rules and Regulations for 5 Year BTech + MTech program**

#### **A. Eligibility:**

- a. Only those BTech students of IIT Indore are eligible to apply for BTech + MTech program who have completed all the prescribed course of their BTech program till the 6<sup>th</sup> Semester and secured a minimum CPI of 7.00 at the end of 6<sup>th</sup> Semester without earning any FR/ XX grade in any of the courses registered by him/her till 6<sup>th</sup> semester.
- b. There should not have been any disciplinary cases and/or penalty imposed or contemplated against the student. Student should not have been punished for any type of misconduct/ misbehavior/ indiscipline/ irregularities, and use of unfair means.

#### **B. Other Conditions:**

1. Those students who have been admitted for the dual degree program are not eligible for the campus placement activities in their 4<sup>th</sup> year.
2. A student admitted to this 5-Year BTech + MTech program **will not have any exit option**. He/she will get the degree at the end of 5<sup>th</sup> year by fulfilling all the prescribed requirements of this program.
3. The admitted students will be exempted from, BTech Project (BTP), English Communication Skills course (HS 641). However, they have to fulfill their minimum requirements in their MTech Electives, PG Seminar course and MTech Research Project work.
4. The **last date of application** will be generally, 31<sup>st</sup> March and the list of selected candidates will be declared by 2<sup>nd</sup> week of May.

**C. Intake:** To be as decided by the Department for each of its MTech Program. This will be in addition to the seats sanctioned for the regular MTech program.

**D. Selection Criterion and Shortlisting:** To be decided by the concerned Department.

**E. Scholarship:** As per the MHRD norms from their 9<sup>th</sup> semester onwards provided the student has CPI  $\geq$  8.0 at the end of 8<sup>th</sup> Semester, otherwise after qualifying the GATE exam. If a student fails to fulfill either of these conditions then the student will not be eligible for any MHRD scholarship.

**F: Fee:** Fee structure of MTech program will be applicable from the 7<sup>th</sup> semester onwards.

**15. Medals and Awards:** Following medals are approved by the Board of Governors of IIT Indore to be awarded to meritorious UG students:

1. President of India Medal (for BTech students -1 no.)
2. Institute Silver Medals (for BTech students -9 nos.)
3. Best B. Tech. Project Award (1 no.)

For nominations to the award of medals, the student must have a clean track record with meeting the following **general eligibility** conditions:

- a. There should NOT have been any disciplinary action taken against the student.
- b. Student should not have been punished for any misconduct, misbehavior, indiscipline, irregularities and use of unfair means.
- c. Should NOT have earned any FF/FR/XX grade in any of the courses registered by him/her.
- d. Only such students who have completed the BTech program without unloading, dropping or failing in any credit carrying course are considered eligible for the award of medals.

#### **Criteria to award medal for undergraduate batches admitted in 2015 to 2022:**

The Senate decided that the President of India Gold Medal and Institute Silver Medal will be awarded to the graduating student of the undergraduate program, who secures the highest number of cumulative grade points, calculated as the sum of individual course credits multiplied by the grade points earned in that course, over all courses taken. Number of cumulative grade points will be calculated as the sum of the individual course credits multiplied by the grade points earned in that course, over all the courses taken. These courses include courses taken by the student in his/her Major program, Minor program (if any) and the courses taken for additional learning (if any)

The recipient of the Institute Gold Medal will be excluded for the consideration of Institute Silver Medal.”

For undergraduate batches admitted before 2015, the norms as applied to them at the time of admission would continue to operate.

#### **Criteria to award medal for undergraduate batches admitted in 2023 and after:**

The Senate decided that the President of India Gold Medal and Institute Silver Medal will be awarded to the graduating student of the undergraduate program, who secures the highest overall CPI, the credits for which can be based on major or major along with minor or major along with additional learning courses (as applicable).

The recipient of the Institute Gold Medal will be excluded for the consideration of the Institute Silver Medal.”

**Criteria to award the Best B. Tech. Project Award (1):** Certificate(s) will be given to the best B. Tech Project (BTP). The Award will be given to an individual or all the members of the group whose BTP is judged as the Best BTP.

A committee comprising of following members will evaluate BTPs for award of Best BTech Project:

1. Dean, Academic Affairs or faculty nominated by him (Chairman)
2. Members: HODs of the concerned Engineering Departments
3. Additional members: Dean, R & D, HOS of Engg, Sciences and HSS

The Evaluation criteria will be decided by this committee.

In case DOAA is the BTP guide of the nominated project then the Committee will be chaired by DORD.

If DOAA and DORD also happen to be BTP guides of the nominated BTPs then the Committee will be Chaired by HOS (Engg.).

In extreme cases where DOAA, DORD, HOS (Engg.) happen to be the guides of the nominated BTPs then the Committee may suitably select its Chairman.

S. No.	Medal (Number)	Awarding Criteria (From batch 2009 to 2014)
1.	President of India Medal (1)	<p>The student(s) with the <b>highest CPI among the graduating students</b> shall be considered for the award of the President of India Medal.</p> <p>In case of a tie, <i>the performance of a student(s) with a larger number of credits completed would be deemed to be superior.</i></p> <p>At present the <b>minimum credit requirements</b>, for award of B. Tech degree at IIT Indore is as follows:  <b>For 2009 batch:</b> CSE: 164.5; EE:158; ME: 160.5  <b>For 2010 batch onwards:</b> CSE: 167; EE:166; ME: 165.5</p> <p>Still, if there is a tie, <i>the performance of a student who has registered (on credit basis) for additional course(s) would be deemed superior.</i></p> <p>Still, if there is a tie, <i>the performance of a student who has obtained more number of AA grades would be deemed superior.</i></p> <p><i>For undergraduate batches admitted in 2015 and after that, the President of India (Gold) Medal be awarded to the graduating student of the undergraduate programme, who secures the highest number of cumulative grade points, calculated as the sum of individual course credits multiplied by the grade points earned in that course, over all courses taken. These courses should include courses taken for additional learning. For undergraduate batches admitted before 2015, the norms as applied to them at the time of admission would continue to operate.</i></p>
2.	Institute Silver Medals (3)	<p>An Institute Silver Medal would be awarded to the student obtaining the <b>highest CPI among the graduating students of his/her Department.</b></p> <p>The recipient of the Institute Gold Medal will be <b>excluded</b> for the consideration from this medal.</p> <p>In case of a tie, <i>the performance of a student who has registered (on credit basis) for additional course(s) would be deemed superior.</i></p> <p>Still, if there is a tie, <i>the performance of a student who has obtained more number of AA grades would be deemed superior.</i></p>



**Medal for Best All Rounder Award:** There is one Institute Silver Medal (Till 2023 convocation) and Institute Gold Medal (From 2024 convocation onwards) for Best All-Rounder Award. A committee approved by the Senate Chairperson will call the nominations for the award of medal and will evaluate them on the basis of parameters approved by the Senate.

Following is the distribution of weightage for the different Components of the Evaluation:

**A. Academics / Curricular activities: (30% for A(i) and A(ii) combined)**

- (i) Credit Work
- (ii) Research Work/ PG Thesis/BTech Project

**B. Co-Curricular and Extra-Curricular Activities: (70%)**

- (i) Position of Responsibilities held at institute level (15%)
- (ii) Awards at National/International Level/ Social work/ Incubation and Entrepreneurial activities (15%)
- (iii) Outstanding achievements in Cultural activities (10%)
- (iv) Outstanding achievements in Science and Technology related activities (10%)
- (v) Outstanding achievements in Games and Sports related activities (10%)
- (vi) Outstanding achievements in Co-Curricular/Extra Curricular activities (10%)

In addition to above, for PG students of those department(s) where PG thesis component is not there, the grade points of course work done in lieu of PG thesis should be considered. Extra one mark should be given for each 'AP' grade obtained in a credited course for each nominated student.

**16. Policy on retotaling of marks:** All students are encouraged to see their evaluated Answer Sheets of Quizzes, Mid Semester Examination (MSE) and End Semester Examination (ESE) after the particular exam, specially before proceeding on leave. However if any students feel that there is a chance of mistake in the grade awarded, he/she can apply for retotaling of marks in the prescribed form within stipulated time frame as per the Academic Calendar. Please note that there will be no Re-evaluation of Answer Sheet.

**17. Policy for temporary withdrawal of students from Academic Program on grounds misconduct and violation of institute rules:** Any student found guilty for misconduct and violation of institute rules then he/ she will be withdrawn temporarily up to two semesters from his/ her Academic Program on recommendation of the Disciplinary Action Committee.

If such offence is very serious or an offence is repeated frequently then the concerned student will be withdrawn completely from the academic program based on recommendation of the Disciplinary Action Committee.

**18. In-Bound Program for student from Government Colleges of Madhya Pradesh**

**Eligibility Requirements (ER):**

1. Meritorious UG students (BE/ BTech) from Government Engineering Colleges of Madhya Pradesh studying in following department are eligible to apply: Department of Computer Science and Engineering, Electrical Engineering, Mechanical Engineering, Civil Engineering and Metallurgical Engineering and Materials Science
2. Student should not have any backlog (fail) course from previous semesters

**Minimum Educational Qualification (MEQ):**

1. Applicant must be a meritorious UG student (BE/ BTech) from Government Engineering College of Madhya Pradesh and should be in the 3<sup>rd</sup> year of UG degree program

**Selection Process:**

1. Applications, duly recommended and forwarded from the parent institute, will be invited from eligible candidates during 6<sup>th</sup> semester of the BE/BTech program
2. A selection process comprising a Written Examination and/or Personal Interview will be conducted for selecting In-Bound students.
3. Maximum 10 students per department and overall maximum 50 will be selected under the scheme in the Department of Computer Science and Engineering, Electrical Engineering, Mechanical Engineering, Civil Engineering and Metallurgical Engineering and Materials Science.

**In-Bound Program:**

1. The parent institute and IITI will sign a MOU / Operational document for selection of courses by students, credit transfer policy, evaluation of BTech project, and others at the start of the program.
2. Faculty advisors/ Supervisors/ Guide will be allotted from IIT Indore, along with a Co-supervisor from the parent institution at the start of the program (7<sup>th</sup> semester).
3. Selected students for in-bound program will start working on their BTech project along with IITI faculty in online mode. The students may visit IITI during holidays or vacations for guidance and project work.
4. The students will join the IITI campus at the start of 8<sup>th</sup> semester. Students will complete the BTech project and study elective courses (as per requirement of parent institute).
5. Students will be evaluated as per academic policy of IITI for projects and courses studied. The credits earned will be transferred to parent institution as per approved policy.
6. The selected students will follow rules and regulations IITI

**Features of In-Bound Program at IITI:**

1. Selected students will be mentored in research career by faculties from IITI.
2. Students will have access to the advanced laboratories and library of IIT Indore for their final year project.
3. Students will get opportunity to study advanced level courses as electives along with students of IITI during 8<sup>th</sup> semester.
4. The students completing the program with excellence (about top 25% of students) may be considered for admission to the MS (Research) program, subject to fulfilling prescribed criteria for admission.
5. During the MS (Research) program, students may have opportunity to convert from MS (Research) to MS (Research)+Ph.D. dual degree program, in due course following the institute norms.

**Other Rules and Regulations:**

1. The selected students will be exempted from payment of tuition fees at IIT Indore, but they will pay the tuition fees at their parent institute.
2. Living expenses at IIT Indore (hostel fees) and dining expenses will be as per actuals and will be paid by the selected students.