

**INTEGRAL UNIVERSITY**  
**LUCKNOW**

**ORDINANCES**

**For**

**Diploma in Engineering**  
**Programmes**  
**(Effective from the session 2022-2023)**

# INTEGRAL UNIVERSITY

## Ordinances for

### Diploma in Engineering Programmes

#### 1. Admission

- 1.1 Admission to Diploma in Engineering first semester/ third semester (Three Years Course) will be made as per the rules prescribed by the Academic Council of the Integral University Lucknow, from time to time.
- 1.2 The University can take 10% additional admission, in view of the short fall expected in the second year due to failure of students or students leaving the University.

#### 2. Eligibility

- 2.1 (a) Diploma in Engineering Course is a Non -Test course in which admission will be granted on merit basis .  
  
(b) For the admission in Diploma in Engineering, a student must have Elementary Mathematics in High School.  
  
(c) Lateral entry in the second year of Diploma in Engineering is allowed for students who have qualified Intermediate (PCM) or 2 years ITI with High School.  
  
(d) Student Admitted through the Lateral Entry in the second year of Diploma in Engineering will have to clear the following extra two papers in any odd semester:
  - Applied Mathematics -I (A)
  - Professional CommunicationIn addition, students of lateral Entry will have to clear the following extra two papers in any even semester:
  - Applied Physics (B)
  - Applied Chemistry (B)

(e) Marks obtained in the papers mentioned in the point 2.1 (d) will not affect the overall total. To clear these papers, extra maximum two years (besides the two year duration of the course) will be given, if required. Diploma will only be awarded when all these four papers will be cleared.

**2.2 For the direct admission to be made by the University:**

Direct admission will be made by the University, if required according to the eligibility criteria as per notification made by the University from time to time.

**2.3** The Academic Council shall have power to amend or repeal the eligibility criteria laid down at clause 2.1 & 2.2, if required.

**3. Attendance**

**3.1** The attendance of the students shall be reckoned from the date of his/ her registration in the class.

**3.2** Each student is normally required to attend all the lectures, tutorials laboratory and studio classes, and also the curricular and co-curricular activities. However, a minimum attendance of 75% will be necessary. The Principal of Polytechnic, on the recommendation of the Head of the Departments, may condone the absence, on medical reasons, further up to a maximum 15%.

**3.3** The Academic Section will consolidate the attendance record for the lectures and the practical etc. Attendance on account of participation in the prescribed functions of the NCC, NSS, Inter University Sports and functions, Educational Tours, Field Works, training and such other activities sponsored by the University shall be credited to aggregate, provided that it is duly countersigned by the concerned teacher In-charge. The attendance record will have to be sent to the Academic Section within two weeks of the function/ activity, etc.

**3.4** The Registrar shall display statement of attendance of students on the notice board of Polytechnic twice in each semester in case of semester system and quarterly in each year in case of annual system respectively. Notice displayed on the notice board shall be deemed to be an official notification

for all concerned. No separate notification to individuals shall be issued.

- 3.5** If a student is found to be continuously absent from the classes without proper application and sanction for a period of 30 days or his/ her attendance is less than 30 percent, then appropriate action shall be taken against him/ her which may include striking off his/ her name from the rolls. Such a student whose name has been struck off may, however, apply for readmission within 10days from the date of issue of the notice of striking off his/ her name. The request may be considered by the Principal for readmission. Such a student shall not be readmitted after the prescribed period. The process of readmission shall be affected on the payments of prescribed readmission fees.
- 3.6** A student, who fails to achieve the prescribed minimum attendance as per the provisions of article 3.2 above, shall not be allowed to appear at the End Semester/ Annual Examinations and, shall be deemed to have been detained.
- 3.7** In a very special circumstances, the Hon'ble Vice Chancellor, in consultation with Principal of various Polytechnics, has the power to amend or condone all or any of the above said clauses or the prescribed percentage in the interest of the academics and the University.

#### **4. Duration**

- 4.1** Total duration of the Diploma in Engineering Courses shall be three years, each year comprising two semesters. Each semester shall have normally 90 working days, or as prescribed by the University from time to time.
- 4.2** A candidate, who has failed twice, in the first year, shall not be allowed to continue the further studies, however, a candidate who has not appeared or has not been permitted to appear in the examination of first and/ or second semester of the first year may be allowed to appear for one more year on the approval of the Vice-Chancellor.
- 4.3** The maximum time allowed for a candidate admitted in the first/ third semester for completing the Diploma in Engineering Course shall be five years/ four years respectively. If a candidate at any stage of his/ her study is found unable to complete it within the said time, he/ she shall not be allowed to continue the studies further.

## 5. Curriculum

- 5.1** A three year curriculum has been divided into six semesters and shall include lectures, tutorials, seminars, projects and industrial trainings, as defined in the scheme of instruction and examinations and executive instructions issued by the university from time to time.
- 5.2** The curriculum will also include such other curricular, co-curricular and extracurricular activities as may be prescribed by the university from time to time.

## 6. Change of Branch

- 6.1** Change of branch may be allowed as per the rules framed in this regard against the vacant seats in the following two stages within the stipulated time , provided eligibility criteria at clause 2 is satisfied:
- (i) In First Semester:** After the last date of admission to the Diploma in Engineering course, on the basis of the merit.
  - (ii) In Third Semesters:** On the basis of the merit of Diploma in Engineering in the first year examination, subject to the availability of vacant seat.
- 6.2** After the change of branch, number of students in a branch shall not be more than the intake capacity prescribed by the university in that particular branch and the number of students in a branch shall not be less than 50% of intake capacity prescribed by the university in that branch.
- 6.3** Further a shift from one to another branch, shall not be permitted.

## 7. Migration from any other Institution

- 7.1** Admission on the migration of a candidate from any other institution to this university is ordinarily not permitted. In special case only, on the recommendation of Equivalence Committee, the V.C. may approve the migration.
- 7.2** The migration is allowed only up to third semester.
- 7.3** The migration case will only be considered, if a no objection certificate is obtained from the parent institution of the candidate, provided equivalence in the syllabus exists and seat is vacant.

## **8. Examination**

- 8.1** The performance of a student in a semester shall be evaluated through continuous assessment and the end semester examination. The continuous assessment shall be based on the mid semester tests and/ or unit tests, assignments/tutorials, quizzes, viva-voce and attendance. The marks for continuous assessment shall be awarded at the end of the semester. The end semester examination shall be conducted by means of written papers, practical and/ or viva-voce, inspection of prescribed course work in classes and laboratories, project works, design reports or by means of any combination of these methods.
- 8.2** The distribution of marks for continuous assessment, end semester theory papers, practicals, seminars, projects, trainings, general proficiency and other examination shall be as per the prescribed scheme of examination.
- 8.3** The maximum marks of theory/ practical subjects shall consist of the marks allotted for the end semester theory paper/ practical examination and continuous assessment work respectively in the scheme of examination.
- 8.4** If there is no provision of continuous assessment marks in any subject, the minimum passing marks in that subject shall be 35 percent as required in the end semester examination.
- 8.5** There shall be no passing marks in General Proficiency (GP). However, marks of the General Proficiency shall be added for the purpose of declaring the result.

## **9. Medium of Instruction**

The medium of instruction and examination will be English/ Hindi or a combination of both.

## **10. Promotion**

- 10.1** A candidate satisfying all the requirements under clause 8, shall be promoted to the next academic year of study.
- 10.2** A candidate shall be declared pass in the Final year, when he/ she has cleared all the Theory & Practical examinations within the specified period.

- 10.3** All other candidates who fail to satisfy the requirement of clause- 10.1 & 18.6 shall be declared fail and shall be required to repeat the whole academic year after taking re-admission. This facility is however, subject to time stipulated in clause-4.

## **11. Re-admissions in the University**

A candidate who has failed and has not been promoted to the higher class will have to repeat the whole year as a regular student. He will be allowed for re-admission on payment of prescribed fees, provided one of the following conditions must be satisfied:

- 11.1** If a candidate is declared failed.
- 11.2** If a candidate did not appear in a semester examination and/ or he/ she was granted permission for not to appear in the examination on his own request.
- 11.3** If a candidate has been detained by the university and has also been permitted to take re-admission.
- 11.4** If a candidate qualified for carryover system.
- 11.5** If a candidate promoted with carryover subjects and he/ she opted for re-admission.

## **12. Results**

- 12.1** The result of a candidate shall be declared on the basis of combined results of both semesters of the same academic year.
- 12.2** The result of the final year shall be declared on the basis of working out Grand Total by adding marks of all the years of study in the following ways of Diploma in Engineering course:

<b>Ist year</b>	<b>30 percent of aggregate marks</b>
<b>IInd year</b>	<b>70 percent of aggregate marks</b>
<b>IIIrd year</b>	<b>100 percent of aggregate marks</b>

## **13. Award of Division**

- 13.1** The division shall be awarded on the basis of final result.
- 13.2** If a candidate qualifies all the examinations and secures 50 percent or more marks but less than 60 percent marks of the grand total, he/ she shall be placed in SECOND DIVISION.
- 13.3** If a candidate qualifies all examination and secures 60 percent or more marks of the grand total, he/ she shall be placed in FIRST DIVISION.
- 13.4** If a candidate qualifies all examination in a single attempt and secures 75 percent or more marks of grand total, he/ she shall be placed in FIRST DIVISION WITH HONOURS.

#### **14. Award of Rank**

On the basis of final result, the top 10 students in each branch shall be awarded rank according to their merit, provided they pass all the examinations in a single attempt.

#### **15. Grace Marks**

- 15.1** A candidate may be awarded grace marks up to a maximum of total **Six** marks, in maximum four subjects including theory papers, practicals, project, seminar, industrial training and / or aggregate marks in each academic year provided he/ she can be declared to have passed the academic year by the award of these marks.
- 15.2** The grace marks shall not be added to the aggregate marks.

#### **16. Scrutiny**

- 16.1** Scrutiny shall be allowed in only theory papers as per the rules of the University.
- 16.2** Re-evaluation is not permitted.

#### **17. Unfair Means**

Cases of unfair means shall be dealt as per the rules of the University and the U.P. Public Examination (Prevention of Unfair means Act) if any in prevalence.

- 17.1** If unauthorized material is found in the possession of the student while writing



the examination in the premises during the examination **but not utilized by him/ her as examination material** the minimum punishment to be given is cancellation of the concern examination paper.

**17.2** (i) If unauthorized material is found in the possession of the student while solving the question paper in the examination hall and the above material is also **utilized by him/ her** then his/ her complete End Semester Examination shall be cancelled as punishment.

(ii) The continuous assessment marks obtained by the student in theory and practical examinations will be treated as carry over marks and he/ she can be allowed to appear in theory and practical examination in that particular semester (up to a maximum limit of carry over paper as per ordinance), and he/ she will also be promoted to the next year considering the result of both semesters examination of the previous year otherwise he/ she will have to repeat the whole year after taking readmission.

**17.3** If unauthorized material is found in the possession of the student while solving the question paper in the examination hall and the above **material is also utilized by him/ her, he/ she also misbehaves with the invigilating staff, then his/ her whole year examination shall be cancelled as exemplary punishment**, i.e. if the examinee has been caught using unfair means in odd semester, he/ she will not be allowed to appear in the even semester examination. If he/ she was caught in even semester, his/her odd semester result shall stand cancelled.

**17.4** If a candidate is found guilty under point 17.3 and is caught red handed in any subsequent forthcoming End Semester Examination, he / she shall be debarred from the University.

## **18. Examination / Assessment and Grading:**

### **18.1 Components of Evaluation**

Each subject will be evaluated out of 100 marks. The subjects will normally have two components of evaluation.

- i. Continuous Assessment (CA) : 60 marks
- ii. End-Semester Examination (ESE): 40 marks

### **18.2 Heads of Passing:**

Continuous Assessment (CA) and End Semester Examination (ESE) shall be two

separate heads for passing a subject.

Subjects			
	Continuous Assessment (CA)		End Semester Examination (ESE)
	CA1, CA2 & Make up/ Unit Exams	Teacher's Assessment (TA)	ESE
<b>Theory</b>	<p><b>Two CA and one Make up CA</b> (Each CA will be conducted after the completion of two units and Make up CA will cover all units.) (Max. marks 20; for each CA and best two will be added MCQs/SAs/LAs) OR <b>One Exam per Unit of the syllabus</b> (Max. marks 40; MCQs/SAs/LAs)</p>	<p><b>i. Assignments</b> (Average of two Assignments per subject) (Max. marks: 10; SAs/LAs, Case studies, Challenge Problems) <b>ii. Quiz</b> (Max Marks: 5) <b>iii. Attendance</b> (Max Marks: 5)</p>	<b>One ESE</b> (Max. Marks 40)
<b>Lab</b>	<b>Two viva-voce/tests</b> (Max. Marks : 40)	<p><b>i. Lab Report:</b> (Max Marks: 10) <b>ii. Quiz:</b> (Max Marks: 5) <b>iii. Attendance:</b> (Max Marks: 5)</p>	<p><b>i. Practical Exam</b> <b>ii. Viva voce</b> (Max. Marks 40)</p>
<b>Project/Seminar</b>	-	<p><b>i. <u>First Evaluation: 25% of CA</u></b> <b>ii. <u>Second Evaluation: 25% of CA</u></b> <b>iii. <u>Third Evaluation: 50% of CA</u></b></p> <p><b>Mini Project</b> (Max Marks: 60) <b>Project</b> (Max Marks: 120) <b>Architecture Project</b> (Max Marks: 400)</p>	<p><b>i. Report</b> <b>ii. Presentation</b> <b>iii. Viva voce</b></p> <p><b>Field Exposure</b> (Max Marks: 40) <b>Mini Project</b> (Max Marks: 40) <b>Project</b> (Max Marks: 80) <b>Architecture Project</b> (Max Marks: 300)</p>

**Example for CA of theory subjects:**

CA1, CA2 & Make up/ Unit Exam	TA	Quiz	Attendance	Max Marks
Each CA will be conducted after the completion of two units and Make up CA will cover all units and best two will be added.	(One Assignment per unit; Average of best four/three assignments marks shall be taken) (Max. marks 10) (SAs and LAs Case studies, Challenge Problems)	MCQs (Max. marks 5)	(Max. marks 5)	60

(Max. Marks:20) OR One exam per unit; Average of best four/three units exam marks shall be taken. (Max. marks 40) MCQs/SAs/LAs question. (Note: One of these approach will be followed as per the prescribed scheme of examination and the norms of the University)				
--	--	--	--	--

### 18.3 Promotion of Student and Award of Grades

A student will be declared PASS if,

- He/she secures at least **45%** marks in CA & **35%** marks in ESE.

OR

- If He/she fails in Continuous Assessment but secures **50%** or more in the total (Continuous Assessment + End Semester Examination) in that subject he/she will be declared as PASS.

### 18.4 Carry Forward of Marks

In case of a learner who does not fulfill criteria mentioned in section 18.3 and fails in the **Continuous Assessment** and/or **End Semester Examination** in one or more courses:

- A learner who **PASSES** in the **Continuous Assessment** but **FAILS** in the **End Semester Examination** of the course shall reappear for the **End Semester Examination** of that course. However, his/her marks of the **Internal Assessment** shall be **carried over** and he/she shall be entitled for **marks** obtained by him/her on passing.

- A learner who **PASSES** in the **End Semester Examination** but **FAILS** in the **Continuous Assessment** of the course shall **reappear** for the **Continuous Assessment** of that course. However, his/her marks of the **End Semester Examination** shall be **carried over** and he/she shall be entitled for **marks** obtained by him/her on passing.

### 18.5 Re-examination of Continuous Assessment and End Semester Examination

**18.5.1 Re-examination for Continuous Assessment** should be completed before the commencement of next semester theory examination.

**Example:** A learner who is supposed to reappear for Internal Assessment in semester-I course will appear for the re-examination before commencement of End Semester Examination of semester -II. Re-examination of Continuous Assessment will be based on single examination having same marks as of original assessment. A learner who is supposed to reappear for Continuous Assessment will be given some work by the concerned teacher. The work assigned can be of the form of a course project/ assignment problems/ test/ tutorials etc. A learner will do the submission of the assigned work in the predefined period. Records should be maintained properly for all the re-examinations as well as Continuous Assessments.

**18.5.2 Re-examination of End Semester Examination** will be conducted as per the schedule planned by the University.

#### **18.6 Allowed to Keep Terms (ATKT):**

1. A learner shall be allowed to keep term for Semester II irrespective of **marks** obtained in each course of Semester I.
2. A learner shall be allowed to keep term for Semester III if she/he passes each of Semester I and Semester II.

OR

She/he fails in not more than **nine heads** of passing of which not more than five shall be in End Semester Examinations of Semester I and Semester II taken together.

3. A learner shall be allowed to keep term for Semester IV irrespective of **marks** obtained in each course of Semester III.
4. A learner shall be allowed to keep term for Semester V if she/he passes in all heads of Semester I, Semester II, Semester III and Semester IV.

OR

She/he has passed in all heads of Semester I and Semester II and fails in not more than **nine heads** of passing of which not more than **five** shall be in End Semester Examinations of Semester III and Semester IV taken together.

5. A learner shall be allowed to keep term for Semester VI irrespective of **marks** obtained in each course of Semester V.

## 19 Innovation in Learning Assessment

19.1 For effective teaching & learning assessment during online/offline mode following is adopted.

19.1.1 Unit wise exam or CA after two units shall be conducted immediately after the completion of its teaching as per the prescribed scheme of examination and the norms of the University.

19.1.2 Two assignments per subject shall be conducted. Average of two shall be taken for addition in respective component in CA marks.

19.1.3 Two Quizzes per subject shall be conducted. Average of two shall be taken for addition in respective component in CA marks.

### 19.2 Other Guidelines:

To facilitate assessment activities, course outcome (CO) statements should be mapped to units/ sections for course outcome attainment computation. For the purpose, one or more course outcome (CO) statement should be written for each unit/ section.

Section/ Unit 1	CO or set of CO's covering the Unit 1	Assessment question of unit 1	End sem question 1 (many parts) covering unit 1
Section/ Unit 2	CO or set of CO's covering the Unit 2	Assessment question of unit 2	End sem question 2 (many parts) covering unit 2
Section/ Unit 3	CO or set of CO's covering the Unit 3	Assessment question of unit 3	End sem question 3 (many parts) covering unit 3
Section/ Unit 4	CO or set of CO's covering the Unit 4	Assessment question of unit 4	End sem question 4 (many parts) covering unit 4
Section/ Unit 5	CO or set of CO's covering the Unit 5	Assessment question of unit 5	End sem question 5 (many parts) covering unit 5

- i. Exam /Test / Assignment questions should be mapped to Bloom's Taxonomy (BT) levels and CO-PO of the course of a program.  
BT level 1 Remember  
BT level 2 Understand  
BT level 3 Apply  
BT level 4 Analyse  
BT level 5 Evaluate  
BT level 6 Create
- ii. Each question of assessment activity should have mapping description displayed like mark of question  
Example:  
Q.1(a) .... Question Text.....  
[BT-2, CO-1, PO-1] [1]
- iii. Questions of assessment activities should broadly match to following structure (mix of BT levels) in individual activity or in complete activity set.

BT Level 1 and 2 questions -	25%
BT Level 3 and 4 questions -	25%
BT Level 4, 5 and 6 questions -	50%

- iv. Questions of assessment activities should appropriately cover each CO and PO as per CO-PO mapping.

## **20. Cancellation of Admission**

The admission of a student at any stage of study shall be cancelled if :

(i) He/ she is not found qualified as per AICTE/ State Government norms and guidelines or the eligibility criteria prescribed by the University

Or

(ii) He/ she is found unable to complete the course within the stipulated time as prescribed in clause- 4.

Or

(iii) He/ she is found involved in creating indiscipline in the university.

Or

(iv) He/ she is found involved in any criminal case/has given any false statement.

- 21.** The Academic Council shall have the power to relax or amend/ change in any provision provided in the ordinance in any specific matter/ situation, subject to the approval of Executive Council of the University.