



GOVERNMENT OF WEST BENGAL

Govt. College of Engineering & Ceramic Technology

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As approved by the Academic Council in its meeting dated 30th August 2024, the revised Academic Regulations for B.Tech. and M.Tech degree programs, effective from the academic session 2024-25, of the Government College of Engineering & Ceramic Technology are hereby published.

K. Chakraborty
Prof. Krishnendu Chakrabarty 30-08-24
Chairman, Academic Council
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Principal
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GOVERNMENT COLLEGE OF ENGINEERING AND CERAMIC TECHNOLOGY

Established 1941

Accredited by NAAC with Grade A
(2024)

ACADMEIC REGULATION (2024-25 onwards)

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Government College of Engineering & Ceramic Technology

(An Autonomous Govt. College Affiliated to MAKUT)

(NAAC accredited A Grade)

73, A. C. Banerjee Lane, Kolkata – 700010

1. Tentative Academic Calendar for UG/PG Courses

Semester	Commencement of course	Mid Term I	Mid Term II	Semester End Exam.	Tentative Publication of Results
1.	1 st wk. of August	2 nd wk. of Sept.	1 st wk. of Nov. (May vary due to Puja & Id Fest)	December	Feb.
2.	1 st wk. of Jan.	1 st wk. of March	2 nd wk. of April	April-May	July
3.	1 st wk. of July	2 nd wk. of Sept.	1 st wk. of Nov. (May vary due to Puja & Id Fest)	December	Feb.
4.	1 st wk. of Jan.	1 st wk. of March	2 nd wk. of April	April-May	July
5.	1 st wk. of July	2 nd wk. of Sept.	1 st wk. of Nov. (May vary due to Puja & Id Fest)	December	Feb.
6.	1 st wk. of Jan.	1 st wk. of March	2 nd wk. of April	April-May	July
7.	3 rd wk. of July	2 nd wk. of Sept.	1 st wk. of Nov. (May vary due to Puja & Id Fest)	December	Feb.
8.	1 st wk. of Jan.	1 st wk. of March	2 nd wk. of April	April-May	June

2. Rules of Examinations

- 2.1. Each course of B. Tech and M.Tech level consists of the following three components: (a) Theory b) Practical and c) Sessional
- 2.2. Two Mid-term tests and Semester end examination would be conducted centrally with proper seat plan as per the schedule announced by the Controller of Examinations (COE).
- 2.3. If a student fails to appear in Mid-term examinations, he/she would be given a chance to sit for special Mid-term examination before the semester end examination provided the examination committee is satisfied with his/her plea for such prayer.
- 2.4. Paper setters are necessarily the teachers engaged in teaching the subject along with evaluation of the answer script in the College.
- 2.5. A student failing in theory and sessional components have to reappear in the relevant components as and when the same will be conducted.
- 2.6. Back-paper (supplementary) examinations, if any, shall be held with the normal semester end examination.

3. Method of Evaluation

The obtained marks of a student will always be rounded up to the next whole number for final reckoning.

The evaluation of each component listed in para 2.1 shall be done as per the following guidelines:

3.1. THEORY:

Each theory paper shall be evaluated on the basis of 100 marks, sub-divided into the following 2 categories: (i) Continuous Internal Evaluation (**CIE**) and (ii) Semester End Examination (**SEE**). Both CIE and SEE shall have equal (**50:50**) weightage. A student's performance in a subject shall be judged by taking into account the results of CIE and SEE put together.

Pass marks: A student has to mandatorily appear in the SEE and secure at least 50% in the total combining CIE and SEE. A candidate not appearing in the SEE would be considered unsuccessful in the concerned subject.

Theory		
Continuous Internal Evaluation (CIE)	Mid Term Examination 1	15 Marks
	Mid Term Examination 2	15 Marks
	Assignment, quizzes, presentations, problem solving, attendance etc.	20 Marks
Semester End Examination (SEE) (50% of 100 marks of SEE)		100 Marks
Total		100 marks

3.2. PRACTICAL:

- i) There shall be continuous assessment on the basis of attendance, regularity, preparedness for conduct of experiment, initiative to learn and interact, presentation of laboratory report and regularity in submission etc. in each practical paper along with examination and viva-voce by the internal and external examiner.

- ii) The subject teacher(s) shall finalize the award (out of 100 marks) one week before the Semester End Examination and submit the same to the Controller of Examinations.

Pass Marks:

- i) A student has to secure at least 50% marks in each practical paper, failing which he/she would be debarred from sitting in the Semester End Examination.
- ii) If a student fails in any of the practical paper(s) in any semester, he/she will have to complete all components of relevant odd and even semesters in the next academic session. However, as an example, if a student is promoted to even semester, but fails in any of the practical papers in the corresponding even semester, he/she may get waiver to complete the odd semester components.

Practical		
Continuous Internal Evaluation	Attendance, regularity, preparedness for conduct of experiment, initiative to learn and interact, presentation of laboratory report and regularity in submission	60 Marks
Practical Examination		20 Marks
Viva-voce		20 Marks
Total		100 marks

3.3.SESSIONAL:

Items: Design thinking lab, seminars, comprehensive viva-voce, project, industrial training and other co-curricular activities are under sessional components.

Pass Marks: A student has to secure at least 50% marks in each sessional paper.

Marks distribution for evaluation of different items.

PROJECT		
Examiner	Components	Marks distribution
INTERNAL	Attendance	10
	Experimental data/ Precision of work done/ Efficiency in Coding	30
	Project Report	20
	Presentation of the project	20
EXTERNAL	External Assessment	20
	Total	100

Ceramic Plant & Equipment Design/ Furnace & Kilns Design		
Examiner	Components	Marks distribution
INTERNAL	Attendance	10
	Selection of raw materials/ sites/ equipment/ equipment design	30
	Material Balance and Energy Balance	30
	Assessment of Report	10
EXTERNAL	External Assessment	20
	Total	100

INDUSTRIAL TRAINING		
Examiner	Components	Marks distribution
INTERNAL	Training Report and presentation	60
INDUSTRY*	Performance in the Industry	20
EXTERNAL	Viva Voce	20
	Total	100

* In case of feedback not received from industry then internal teacher will award out of 80 points based on the presentation of individual candidate before the internal examiner. The evaluation of the paper should be completed preferably within 1 months from the completion of their respective training.

Group Discussion		
Examiner	Components	Marks distribution
Internal	Promptness in addressing the subject/ topic of discussion	10
	Power to lead the discussion	10
	Communication skill	30
	Discussion relevant to the topic	30
External	External assessment	20
	Total	100

Seminar		
Examiner	Components	Marks distribution
Internal	Time keeping	10
	Quality of deliberation	30
	Discussion relevant to the topic	40
External	External assessment	20
	Total	100

Comprehensive Viva-Voce:

- The examination would be conducted by a Board of internal and external experts to assess the basic understanding of the subjects and ability of application of a candidate's knowledge gained during the entire course of study.
- The external experts would award out of 20 marks and internal boards would award out of 80 marks for a total 100 marks paper.

4. Pre-publication scrutiny & viewing of answer scripts by students

4.1. The students are entitled to view all assessment of components under **Theory** such as Mid Term examinations, SEE answer scripts etc. after evaluation, within a specified time as notified by the subject teacher/COE. All CIE along with submission of marks to the COE to be completed at least 7 days prior to the commencement of SEE.

4.2. However, if any student is not satisfied with the evaluation of the answer scripts of SEE, he/she would have to apply for re-evaluation in the prescribed format as provided by the COE against a fee as specified by COE within the specified period. Only those students, who physically view their answer scripts after evaluation, are eligible for making application for review.

4.3 Marks of SEE can only be submitted to the COE for tabulation and final declaration of results after viewing of answer scripts by the student are complete.

5. Eligibility for appearing in examinations

5.1. A candidate shall be deemed to have prosecuted a regular course of study in the College if he/she has attended at least 75% of the Theory classes and 75% of the practical classes separately held in each of his/her subject(s) of the B.Tech and M.Tech level.

5.2. A student shall be eligible to appear in an examination provided he/she pursues a regular course of study in respective department and attends classes as per regulations appended in Para 6.1 and passed in the practical components as per para 3.2.

5.3. An attendance of 60% will make a student eligible who has been absent for short periods due to participation in cultural, sports, other academic/official assignments in the interest of the College/Government/Affiliating University, with prior written permission of the Head of the Institution.

5.4. A student shall be admitted to any examination of the Institute only if he/she has paid the examination and other fees by the date specified by the Controller of Examinations. A student may, however, deposit the examination fee with prescribed additional fee for late submission of application after the expiry of the specified date.

5.5. A candidate shall be allowed in an examination only after he/she is issued an Admit Card for the relevant examination by the Institute.

6. Promotion and Grading System

6.1. The promotional status shall be indicated on the grade card with either P or XP or I notations as detailed below:

P: Promoted without any backlog

XP: Promoted with Backlog

I: If a student does not appear for SEE but secure pass marks with CIE, the result of the student will be kept incomplete with indication “I”.

6.2. A student would be offered a B.Tech./ M.Tech. if he/she passes all the components such as Theory, Practical and Sessional. A student would be eligible to get B. Tech degree with HONOURS, if he/ she acquires $CGPA \geq 8.5$ along with successful completion of TWO MOOCS. The MOOCS course should be of minimum 8 weeks duration or 2 months or minimum 24 hours.

6.3. The CGPA of all graduates and post graduates notionally be converted to percentage of marks by multiplying the CGPA by a factor of 10.

6.3. Grading System

A Grading System on a base of 10 shall be followed in the College. Categorization of these grades and their correlation shall be as under:

Qualification	Grade	Score on 100 Percentage Points	Point
Outstanding	‘O’	100 to 90	10
Excellent	‘E’	89 to 80	9
Very Good	‘A’	79 to 70	8
Good	‘B’	69 to 60	7
Fair	‘C’	59 to 50	6
Fail	‘F’	Below 50	2

The College shall declare Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) after each semester. The SGPA and CGPA are defined as under:

6.3.1. Definition of terms:

- a) Point – Integer qualifying each letter grade.
- b) Credit – Integer signifying the relative weightage of individual course item(s) in a semester as indicated by the course structure.
- c) Credit Point= [Credit × Point] for each course item.
- d) Credit index = $\sum \text{Credit Point}$ of course items in a semester.

Semester Grade Point Average (SGPA)= $\frac{\text{Credit Index}}{\sum \text{Credit}}$ for a semester

Cumulative Grade Point Average of i^{th} semester = $\frac{\sum_{i=1}^n \text{Credit Index}}{\sum_{i=1}^n \text{Credit}}$, where $n = 8$ for B.Tech and $n= 4$ for M.Tech Level.

7. Cancellation of Appointment

The Institute reserves all the rights to cancel or withdraw any appointment relating to Examination at any time in the interest of smooth conduct of Examination and Publication of results without showing any reason whatsoever.

8. Attendance & Signature Rolls

The Registration number, Roll No. and Signature of all the students appearing in the examination shall be recorded in the daily attendance sheet provided by the Controller of Examinations. This statement duly signed by the invigilator and the Officer-in-Charge (Examinations) should be forwarded to the Controller of Examinations as soon as the examination is over.

9. Misconduct/Malpractice

An invigilator is required to be alert at every moment so that no student can adopt malpractice during the examination.

A candidate shall be held guilty of misconduct or malpractice if:

- a) He/She is found to be in possession inside the Examination Hall of any book, page of any book, scribbling, typed sheet or written note that may have a bearing on the subject in which he/she is appearing, irrespective of whether such book or scribbling or written note or typed sheet is used or not
or
- b) He/she is found to be in possession of mobile phones, programmable calculators or any smart devices in the examination hall
or

- c) He/She writes answer on another candidate's answer script or helps another candidate to write answer on his/her answer script or helps him/her in any other manner in writing answer or tries to obtain from, or render to other candidate or any other person inside or outside the Examination Hall
or
- d) Any inappropriate/ indecent writing or drawing are found in his/her answer script or have submitted answer script or answer not written by him/her, or he/she leaves examination hall without submitting answer script
or
- e) He/She leaves the Examination Hall before expiry of one hour or during the hours of examination taking with him/her answer script/ question paper/ blank answer script/ loose sheet without submitting the answer script
or
- f) The candidate allows somebody else to be present in the Examination Hall to write answers on his/ her behalf during examination
or
- g) He/She leaves the Examination Hall without recording his/her attendance on the attendance roll
or
- h) He/She encloses currency note(s) with an answer script or offers illegal gratification or inducements to the Invigilators or any other person(s) connected with the examination or, in anyway, tries to take illegal or unfair advantages
or
- i) He/She distorts his/her name, roll no. or registration no. in his/her answer script,
or
- j) He/She indulges in any kind of misbehavior, or assaults, or attempts to assault, or intimidates an invigilator or any other person connected with the examination, either inside or outside the Examination hall, or damages, or attempts to damage articles or furniture, equipment, stationary or any other property of the venue or creates disturbances in the venue or refuses to comply with the instruction of the officer-in-charge (Examinations) or invigilator regarding seating arrangements or with any other requirements in the Examination hall
or
- k) Any page(s) of the written answer script(s) of a candidate is/are found to have been replaced/torn/mutilated.

10. Steps to be followed for a student who has been detected indulging in malpractice

- a) The answer script, together with support material used in the act of malpractice, if any, is to be seized by the Invigilator/officer-in-Charge (Examinations) and submit a written statement of the same.
- b) The student should be asked to give a written statement about his/her involvement in malpractice and sign the same before the Invigilator and officer-in-Charge (Examinations). No verbal argument etc. shall be entertained.

- c) A fresh answer script is to be issued to the errant student after writing on the first page, the time of issuance of the said script by the Invigilator. The student shall be allowed to continue with the examination. This answer script to be sent for the evaluation.
- d) The first answer script, along with the undertaking from the student and offending materials ceased at the hall, are to be packed in a sealed envelope and submitted to the Controller of Examinations who will place it before the Disciplinary committee. Based on the decision of the Disciplinary committee, final decision of grant of marks will be finalized.

11. Disciplinary committee

11.1. Preamble:

There shall be an Advisory board of the institute concerned with the discipline of students, called Disciplinary committee. All cases of breaches of discipline in connection with examination of the Government College of Engineering & Ceramic Technology shall forthwith be reported with relevant documents and details to the Disciplinary committee by the Controller of Examinations. All decisions of the said Disciplinary committee shall be taken at a meeting and the decisions of such meeting shall be final.

11.2. Composition of the Disciplinary committee:

The Disciplinary committee shall consist of the following members:

- a) The Head of the Institute – Chairperson, Ex-officio
- b) The Registrar, Ex-officio Member Secretary
- c) All Heads of Departments, Ex-officio members
- d) Nominated faculty from each department
- e) The Controller of Examinations, Ex-officio member

12. Principal/ Officer-in-Charge of the institute, who is also the Chief Controller of Examinations by virtue of his position as Academic & Administrative Head of the Institution, would take decisions on all matters not covered by the above regulations whenever any anomaly or discrepancy beyond the jurisdiction of the Controller of Examinations is detected.