

**M.S. RAMAIAH COLLEGE OF ARTS, SCIENCE AND COMMERCE -  
AUTONOMOUS**

**MSR Nagar, MSRIT Post, Bengaluru - 54**

**Rules and Regulations Under Autonomous Status**

**Attendance**

- ❖ Each Semester shall be taken as a unit for the purpose of calculating the attendance.
- ❖ A Student shall be considered to have satisfied the requirement of attendance for the semester, if he / she has attended not less than 75 % of the number of classes in theory and practicals separately in each of the subjects.
- ❖ The attendance of the students is strictly monitored. The attendance status is announced at the end of every month. Parents of students having a shortage of attendance are informed by the teachers
- ❖ A Student shall be considered to have undergone the prescribed course of study, if the candidate has attended atleast 75 % of the classes in each subject (Theory, Practical), otherwise the candidate shall not be allowed to appear for the end semester examination and has to repeat the semester in the ensuing academic year.

**Examination Rules**

- ❖ Provisional results of each semester examination (main) will be announced within 4 weeks after the completion of the semester examinations.
  - ❖ Provisional result sheet will be issued to the Students immediately after the announcement of results.
  - ❖ Provision of **photo copy of the answer scripts** Will be available to the Students within 7 days after the announcement of the results.
  - ❖ Students can apply for **reevaluation of the answer scripts** within 10 days after the announcement of the results.
  - ❖ For PG students there shall be a double valuation by Internal and External faculty members. Average of both valuers should be taken as the marks secured for each paper. If the difference between the two valuers exceeds 15 % of the maximum marks of the paper, there shall be a third valuation by a board. Board should comprise of the Chairperson of the Department, Paper setter and an external member. Marks awarded by the board shall be the final.
  - ❖ Semester marks card will be issued to the Students within 6 weeks after the announcement of the results.
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- ❖ Odd Semester Courses supplementary examination will be conducted with odd Semester End Examination and Even Semester Courses examination will be conducted with even Semester End Examination only.
- ❖ **Photo copy** and **reevaluation** facility is given for supplementary examination also.
- ❖ **There shall be no reevaluation and photo copy for practical examinations of main and supplementary examinations.**
- ❖ All **malpractices** related to theory and practical examinations will be referred to the **Malpractice Inquiry Committee** constituted by the college for the purpose. The Committee consisting of the Principal, the Controller of Examinations and the senior staff members will take suitable action in this regard.
- ❖ Transcripts of statement of marks are provided to the Students if required.
- ❖ Provisional Degree Certificate (PDC) will be issued to the Students after they pass all the subjects in the Six/four semesters of a programme.
- ❖ Candidate (Students) shall be eligible for conferment of the Master's Degree by the University, if he / she has undergone the course of study for a period of 2 years and has passed the examination as prescribed.
- ❖ Candidate (Students) shall be eligible for conferment of the Bachelor Degree by the University, if he / she has undergone the course of study for a period of 3 years and has passed the examination as prescribed.

**Note:**

- ❖ **For PG:** Students will get 4 years from the date of joining the course to complete the course. i.e., **2** years from the completion of 2 years course.
- ❖ **For UG:** Students will get 5 years from the date of joining the course to complete the course. i.e., **2** years from the completion of 3 years course.

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