



Maharshi Karve Stree Shikshan Samstha's Cummins College of Engineering for Women Karvenagar, Pune

(An Autonomous Institute Affiliated to Savitribai Phule Pune University)



**Rules and Regulations for Examination and Evaluation of
Undergraduate and Postgraduate Program
(Applicable to students admitted in Academic Year: 2024-2025)**

Maharshi Dhondo Keshav Karve was awarded on his 100th Birth Anniversary '**BHARAT RATNA**' on October 29, 1958



INSTITUTE VISION

To be globally renowned institute for imparting quality education and to develop women leaders in engineering and technology

INSTITUTE MISSION

To develop women professionals who are academically and technically competent with strong professional ethics

PREFACE

MKSSS's Cummins College of Engineering for Women (CCEW) is the first engineering college established exclusively for girls. It was started in the year 1991 with support from Cummins Diesel (India) Foundation, Pune. Pune city is an educational hub and is well known as the 'Oxford of the East' with strong industry presence. CCEW was established by recognizing the emerging role of women in socio-economics, which is a key factor that contributes to the development of a nation and to promote greater involvement of women in science and technology.

CCEW comes under the umbrella of its parent institution, Maharshi Karve Stree Shikshan Samstha (MKSSS). MKSSS was founded by Bharat Ratna Maharshi Dhondo Keshav Karve, a visionary and social reformer, in the year 1896 with the objective of empowering women through education. The first undergraduate batch of CCEW passed out in July 1995, coinciding with the centenary of its parent institution.

CCEW is recognized for its rigor in academics and dedicated faculty, successful alumnae being its outcome. CCEW has a strong relationship with the industry and is recognized for providing quality recruits for the industry. Due to its association with prestigious international universities, students are exposed to international standards of education.

The organizational structure of CCEW aims for accountability and transparency in the system. The college administration receives periodic inputs for improvement from various feedback mechanisms from different stakeholders. CCEW believes in imparting quality education and providing good governance. Hence, it goes through periodic quality audit of academics and governance conducted by premier national accreditation agencies, the National Board of Accreditation (NBA) and the National Assessment and Accreditation Council (NAAC).

CCEW has more than thirty years of experience in imparting quality technical education and has made its mark in the field of technical education and industry. It has a well-balanced, responsive and sustained governing body. The committed and experienced faculty guide the students to reach their potential and achieve success. It is essential for CCEW to continue this march towards excellence. This is possible by driving academic policies on its own which enables CCEW to provide academic freedom to the faculty in designing and teaching courses. This in turn inculcates learning methods in students by

providing academic flexibility and professional practice. Therefore, the logical step is for the institute to embrace autonomy.

CCEW currently offers five undergraduate programmes, two postgraduate programmes and a Ph.D. Programme. These programmes aim at developing fundamentals and introducing students to recent trends in their respective branches. They also offer flexibility in learning along with introducing the multidisciplinary domains. In short, these programmes prepare students for the ever changing world of technology. The courses in humanities and social sciences, soft skills, arts and sports ensure all-round development of the students.

CCEW strives to develop the ability to think and learn in its students. It teaches the students to collaborate and work in teams and mould themselves into good human beings with social and professional values.

This copy of the ordinance provides comprehensive information about the rules and regulations for B. Tech. and M.Tech. degree programmes at CCEW. This ordinance will serve as a guide and bring transparency to our system. We encourage our students to become our partners in this academic journey.

Dr Madhuri Khambete
Principal

1. ABBREVIATIONS

AICTE	All India Council of Technical Education
DTE	The Directorate of Technical Education, Mumbai, Government of Maharashtra
UGC	University Grant Commission
SPPU	Savitribai Phule Pune University
Act	Maharashtra University Act
SGPA	Semester Grade Point Average
CGPA	Cumulative Grade Point Average
UG	Under Graduate Programme
Dean	Dean of Respective Functions
HOD	Head of Department
DUPC	Departmental Undergraduate Programme Committee
DAC	Disciplinary Action Committee
ISE	In Semester Examination
ESE	End Semester Examination

2. GLOSSARY

B.Tech.	Bachelor of Technology
Earned Credits	The sum of course credits for credit courses in which a student has passed.
Letter Grade	Assessment of the student's performance in a course indicated by O, A+, A, B+, B, C, F, AC, ANC (Refer Table 10.1)
Grade Point	Number equivalent of the letter grades given by 10, 9, 8, 7, 6, 5, 0 corresponding to grades by O, A+, A, B+, B, C, Fail grade "F" carry zero marks, "FX" grade for Detained or Incomplete Term also carry zero marks, and for Non Credit course, Grade Letter AC and ANC for <u>A</u> ssignments <u>C</u> ompleted or <u>A</u> ssignments <u>N</u> ot <u>C</u> ompleted respectively.
Semester Grade Point Average (SGPA)	SGPA is the ratio of the sum of the products of the number of credits of a course (C_i) and the grade points scored in that course (G_{Pi}), taken for all the courses, to the sum of the number of credits of all the courses (n) in the semester.
Cumulative Grade Point Average (CGPA)	Sum of the semester grade points for all semesters, undergone by a student till the time of calculation of cumulative credits.
Summer Examination	Students who failed in Course or Courses with F Grade of an academic year can register for summer examination comprises of Semester-I and II courses for ISE and ESE or only ESE in that Academic Year.

1. Attendance Rule:

- a) All students must attend every registered course regularly. Attendance of every student is expected to be 100% in lectures, tutorials, laboratories, seminars, mini-projects, and projects, etc.
- b) A maximum of 25% absence may be permitted only on valid grounds such as illness or other emergency reasons beyond the control of the student, subject to approval by the authority concerned. For such students, the performance and completion of all practical's is mandatory before the end-semester examination.
- c) Students participating in co-curricular activities, sports, cultural events, or NSS during a semester may receive an attendance waiver, subject to approval by the authority concerned.
- d) A student with less than 75% attendance in any course during the semester will be detained from that semester. Such a student will not be eligible to appear for the end-semester or summer term examinations of any course in that semester.

2. Continuous Absence and Withdrawal from Courses / Institute

A student who has been admitted to an undergraduate degree program at the Institute may be permitted to withdraw temporarily for a maximum period of one year due to prolonged illness or an acute family problem that compelled her to stay at home, provided:

- a) She applies to the Institute within 15 days of the commencement of the semester, fully stating the reasons for such withdrawal, along with supporting documents and the endorsement of her parents/guardian. The student must register for that semester afresh.
- b) The authority concerned is satisfied that, inclusive of the period of withdrawal, the student is likely to complete her degree requirements within a period of 6 years.
- c) There are no outstanding dues or demands from the student by the Institute, Department, Library, or Hostel.

3. ASSESSMENT OF PERFORMANCE

A. Assessment of Theory Course

- a) A student shall be assessed for her academic performance in theory course through In-Semester Examination (ISE) and End Semester Examination (ESE).
- b) The assessment of In-Semester Examination shall have two components i.e. Test-1 (T1) and Test-2 (T2). The mode of T1 shall be decided and announced by the Course Instructor at the beginning of the course. The component T1 could be based on assessment modes such as assignments, viva-voce, quizzes, puzzles,

crosswords, seminars, model building, written test, online test etc.

- c) T2 of ISE shall be a written Examination (Pen- Paper).
- d) If a student remains absent for ISE (T1 and/or T2) without approval from the competent authority, a re-examination will not be conducted for that student.
- e) No Passing criterion is there for ISE Examination (T1 and T2)
- f) End Semester Examination shall be a written examination (Pen- Paper).
- g) If a student remains absent for the ESE due to reasons approved by the competent authority, a special examination will be conducted for such a student.
- h) A student shall earn course credits only if she scores a minimum of 40% of the maximum marks for ESE and a minimum of 40% of the total maximum marks for the course.
- i) If a student fails to score 40% of maximum marks for ESE or remains absent for ESE, she is eligible to register for summer term in that academic year. In such cases, student can carry forward her ISE (T1 and T2 together) marks of that current academic year only and appear for ESE only in summer term.
- j) A student who has obtained "F" grade in summer term examination can appear for backlog examination in next academic year.
- k) The courses for which examination scheme includes only ISE and no ESE, the ISE will have a weightage of 100%. For such courses, the assessment of the In-Semester Examination shall consist of either two components, i.e., T1 and T2, or continuous assessment through Tutorials/Assignments completed by the student throughout the semester. A student shall earn course credits only if she scores a minimum of 40% of the total maximum marks for the course.

B. Assessment of Laboratory Course

- a) The assessment of laboratory course shall be continuous and based on practical assignments and regularity in laboratory.
- b) The laboratory courses with Examination scheme ISE and ESE shall have continuous assessment of the Practical's performed by the student throughout the semester and ESE shall have either practical or oral examination.
- c) If a laboratory course includes both ISE and ESE, the student shall earn laboratory course credits only if she scores a minimum of 40% of the maximum marks for the ESE and a minimum of 40% of the total maximum marks for the course.
- d) If laboratory courses have only ESE, the student shall earn laboratory course credits only if she scores a minimum of 40% of the maximum marks for the ESE.
- e) If any laboratory course has only ISE and no ESE, then ISE can consist of continuous assessment and an oral examination. If the student fails to score a minimum of 40% marks in the ISE, she will be declared 'fail' for the course and awarded the letter grade 'F'. In such cases, the term will not be granted, and the student will have to take fresh admission for that semester in the next academic year.
- f) If a student remains absent for the ESE (Practical/Oral) due to reasons approved

by the competent authority, a special examination will be conducted for that student.

- g) If a student receives a 'Fail' grade in laboratory courses, she is eligible to register for the summer term in that academic year.

4. Earned Credits

At the end of each course, a letter grade is awarded for each course to which a student has registered. Upon obtaining a passing grade, the student accumulates course credits as earned credits. The student's performance in a course is measured by the letter grade she has earned. It is mandatory for the student to complete all assignments for non-credit courses. A student who completes the assignments for the non-credit course is awarded the grade 'AC' while the grade 'ANC' is awarded if the assignments are not completed.

5. Non-Credit Course

An audit course is a non-credit course offered to students from the second year onwards. This is a compulsory non-credit course for the students. The student can select any one of the audit non-credit courses mentioned in the program structure. The student must attend the non-credit course regularly and maintain an attendance of 75% or above. The audit course, as a non-credit course, shall not carry any credits but will be reflected in the grade card as 'AC'/'ANC' (Refer to Table 9.1), depending on the satisfactory completion of assignments.

6. REGISTRATION FOR SUMMER EXAMINATION

Students who fail any theory or laboratory course during the academic year are eligible to register for that course in the summer term. The summer term will be conducted at the end of the even semester for all the courses. Students registering for summer term courses will have to appear for ISE and ESE or only the ESE conducted in the registered courses. A student who passes a summer examination will have their grade reduced by one level. For example, if a student earns a B+ grade in the summer examination, the grade awarded will be a B (refer to Table no. 9.2).

Note: The students can carry forward their ISE (T1 and T2 marks together) marks of failed courses to the summer term and appear for the ESE only in that academic year. Students are not allowed to carry forward their ISE (T1 and T2) marks from previous academic years to the summer examination. For example, marks earned in A.Y. 2022-23 will not be carried forward to A.Y. 2023-24.

7. Backlog Registration and Examination

Students who fail in the Theory course or Laboratory course during the summer examination can register for the backlog examination in the next academic year. The backlog examination will be conducted according to the ongoing semester.

For example, if an odd semester (1st, 3rd, 5th, 7th) is ongoing, courses from that semester will be available for backlog registration.

The passing rules will be the same as those for the regular semester examination, as stated in point no. 3. A student who passes a backlog examination will have their grade reduced by one level. For example, if a student earns a B+ grade in the backlog examination, the grade awarded will be a B (refer to Table no. 9.2).

The marks obtained in ISE (Regular Exam/Summer Term - ISE Exam) from previous academic years will not be carried forward for any course in which a student has re-registered for a backlog examination.

Students must pay only the examination fees per course in the regular semester for the backlog examination of that course.

8. RULES OF PROMOTION TO THE NEXT PROGRAMME YEAR

I. Students Registered for the Programme during 2016-2019

- a) Students must earn a minimum of 60% of the credits in the Theory courses and 70% of the credits in the Practical courses out of the total credits for the current academic year to be eligible for admission to the next academic year's semester.
- b) Students must earn all the credits for the First Year (F.Y.) B. Tech. and a minimum of 60% of the credits in the Theory courses and 70% of the credits in the Practical courses out of the total credits for the Second Year (S.Y.) B. Tech. to become eligible for admission to the Third Year (T.Y.) B. Tech. Furthermore, students must earn all the credits for the S.Y. B. Tech. and a minimum of 60% of the credits in the Theory courses and 70% of the credits in the Practical courses out of the total credits for the Third Year B. Tech. to be eligible for admission to Final Year B. Tech.

II. Students Registered for the Programme 2020 onwards

- a) Students must earn a minimum of 65% of the total credits (Theory and Practical combined) for the current academic year to be eligible for admission to the next academic year's semester.
- b) Students must earn all the credits for the First Year (F.Y.) B. Tech. and a minimum of 65% of the total credits (Theory and Practical combined) for the Second Year (S.Y.) B. Tech. to become eligible for admission to the Third Year B. Tech. Additionally, students must earn all the credits for the S.Y. B. Tech. and a minimum of 65% of the total credits (Theory and Practical combined) for the Third Year B. Tech. to become eligible for admission to the Final Year B. Tech.

9. THE GRADING SYSTEM

Award of Grade for Regular Examination

For each course taken by a student, a grade shall be assigned based on their combined performance in ISE and ESE, including all assessments of theory and laboratory courses. The grade reflects a qualitative assessment of the student's performance and is associated with an equivalent numerical value, called a grade point.

Table 9.1: Grade Table for Regular Examination

Letter Grade	Marks Obtained in %	Grade Point	Description of Performance
O	≥ 90	10	Outstanding
A+	80 -- 89	9	Excellent
A	70 -- 79	8	Very Good
B+	60 -- 69	7	Good
B	50 -- 59	6	Above Average
C	40 -- 49	5	Average
F	< 40	0	Fail
FX	--	0	Detained, Incomplete
AC	--	--	Non-credit course <u>A</u> ssignment <u>C</u> ompleted
ANC	--	--	Non-credit course <u>A</u> ssignment <u>N</u> ot <u>C</u> ompleted

Calculation of Semester Grade point Average (SGPA)

- a) The Semester Grade Point Average (SGPA) for each semester will be calculated only for students who have passed all the courses of that semester.
- b) SGPA or GPA is the ratio of the sum of the products of the number of credits of each course (C_i) and the grade points scored in that course (GP_i), taken for all the courses, to the sum of the number of credits of all the courses (n) in the semester.

$$SGPA = \frac{\sum_1^n C_i * GP_i}{\sum_1^n C_i}$$

Where n is the number of courses in that semester.

Calculation of Cumulative Grade point Average (CGPA)

- a) Cumulative Grade Point Average (CGPA) up to any semester will be calculated only for students who have passed all the courses up to that semester.
- b) The CGPA will be calculated as follows:

$$CGPA = \frac{\sum_1^N C_i * GP_i}{\sum_1^N C_i}$$

Where C_i is the credit for the i^{th} course, GP_i is the grade point obtained by the student for the i^{th} course and N is the total number of courses up to that semester. As seen from the above formula, CGPA is not the average of SGPA.

Award of Grade for Summer Examination or Backlog Examination

For every course taken by a student in the Summer Examination or Backlog Examination, she shall be assigned a grade based on her performance in both theory and laboratory courses. The grade reflects a qualitative assessment of the student's performance and is associated with an equivalent numerical value called a grade point.

Table 9.2: Grade for Summer Examination or Backlog Examination

Letter Grade	Marks Obtained in %	Grade Point	Description of Performance
A+	≥ 90	9	Excellent
A	80 -- 89	8	Very Good
B+	70 -- 79	7	Good
B	60 -- 69	6	Above Average
C	40 -- 59	5	Average
F	<40	0	Fail

10. SHOWING ANSWER SHEETS TO STUDENTS

- a) Faculty members will show the assessed papers of the written ISE to the students in their classes before submitting them to the examination section. The assessed answer sheets will be shown to the students only, not to their friends or relatives.
- b) The assessed papers of the ESE will be made available to students through a course-wise web link after the results are declared. After reviewing their answer sheets, students can apply for re-verification or revaluation by using the prescribed form and paying the appropriate fee.

11. REVALUATION RULE:

The benefit of revaluation shall be granted to a candidate if the marks obtained after revaluation exceed the original marks by 10% or more of the maximum end-semester examination marks (greater than or equal to 5) for the theory course(s). Only these marks will be accepted by the college and will be binding on the candidate.

12. GRADE REPORT CARD

After the results are declared, the grade card will be issued at the end of the even semester or summer term to each student and shall contain the following:

- a) The credits and letter grade obtained for each course registered in that academic year.
- b) Any non-credit course(s) undertaken by the student in that academic year.
- c) The CGPA up to that semester, if the student has passed all courses up to that semester.

The grade card shall not indicate class, division, or rank. However, a conversion from CGPA to percentage will be indicated on the back of the grade card.

Semester-wise grade cards will be issued upon the student's request, provided the application is submitted in the prescribed format.

13. AWARD OF PROVISIONAL DEGREE CERTIFICATE

A student becomes eligible for the award of the B.Tech. Degree provided she has:

- a) Registered for and passed all the prescribed courses under the given programme.
- b) Satisfactorily completed all the audit (non-credit) courses with 'AC' grade
- c) **Obtained a CGPA ≥ 5.0**
- d) Paid all institute dues, including hostel (if applicable)
- e) No case of indiscipline pending against her.

The institute authorities will recommend the award of the **Bachelor of Technology (B.Tech.)** degree to a student who meets the eligibility and qualification criteria outlined above. The final degree, however, will be conferred by **Savitribai Phule Pune University (SPPU)**.

14. ELIGIBILITY CRITERIA, SELECTION OF STUDENTS, AND PASSING RULES AND REGULATIONS FOR THE HONORS AND MINOR DEGREE PROGRAM

14.1 General rules

- A. It is not mandatory for students to opt for an Honors or Minor Program. Students have the option to undertake Honors or Minor programs from the third year (fifth semester) to the fourth year (eighth semester) of their engineering studies.
- B. Registration for the Honors/Minor Program will lead to additional credits for students undertaking these programs.
- C. Students can register for either the Honors program or the Minor program.
- D. Credits earned through registration and successful completion of the Honors/Minor Program will not be considered for the calculation of SGPA or CGPA for the B.Tech. program.
- E. Once registered for the program, students must complete all credits assigned for the specific Honors and Minor **Program by the end of the eighth semester.**

14.2 Eligibility criteria and selection of students for the Honors Degree Program

- A. Students with a CGPA of 8.0 or above (up to the 4th semester) are eligible to apply for the Honors Degree Program.
- B. For the Honors program offered by the Computer Engineering and Electronics

and Telecommunication Engineering departments, the top 60 applicants will be eligible to register for the program.

- C. For the Honors program offered by the Instrumentation and Control Engineering, Information Technology, and Mechanical Engineering departments, the top 30 applicants will be eligible to enroll for the program.
- D. An Honors program will be offered if there are more than 10 applications for the particular program.

14.3 Eligibility criteria and selection of students for the Minor Degree Program

- A. Students from any department are eligible to apply for a Minor Degree Program.
- B. Students with a CGPA of 7.0 or above (up to the 4th semester) are eligible to apply for the Minor Degree Program.
- C. For any Minor program, the top 30 applicants will be eligible to enroll in the program.
- D. A Minor program will be offered only if there are more than 10 applications for that particular program.

14.4 Passing Rules and Regulations

- A. To obtain a passing grade in any course, students must score a minimum of 40% of the maximum marks for ESE and a minimum of 40% of the total maximum marks for the course.
- B. Grades will be allotted based on the performance in both ISE and ESE.
- C. If a student fails in any course, she will be allowed to reappear for the re-examination, which will be conducted immediately after the results. If she is unable to obtain a passing grade in the re-examination, her registration for the program will be canceled.
- D. The opportunity for re-examination will be given for only one course. If a student fails in more than one course in any semester, her registration for the program will be canceled.

15. INTERPRETATION OF REGULATIONS

In case of any dispute or difference of opinion regarding the interpretation of these regulations, or any other matter not covered in these regulations, the decision of the Chairman of the Governing Body of MKSSS's Cummins college of Engineering, Pune shall be final and binding.

16. REVISION OF RULES AND REGULATIONS

The Governing Body may revise, amend, or alter regulations, courses of study, and syllabi as needed. Additionally, any other relevant rules requiring urgent revisions can be framed and implemented by the Chairman of the Governing Body, subject to

ratification at the subsequent Governing Body meeting.

17. POWER TO MODIFY

Notwithstanding all that has been stated above, the Governing Body reserves the right to modify any of the above rules and regulations from time to time.

CCEW ORDINANCE NO. 01: - GRANT OF ADDITIONAL MARKS FOR EXTRA CURRICULAR ACTIVITIES

Ref- Savitribai Phule Pune University Circular No. 75 of 2015, Dated: 23/04/2015 regarding ordinance 163 and letter received on 03rd February 2024

CCEW will grant additional marks for extra-curricular activities as per SPPU Ordinance No.163, effective from the academic year 2016-17.

1. Notwithstanding anything contained in any other Ordinance, maximum FIFTEEN marks may be granted to the candidate appearing in an examination of B.Tech/M.Tech. degree, as an incentive, for her participation in any one or more of the following activities:

- a) National Cadet Corps;
- b) National Service Scheme.
- c) Savitribai Phule Pune University Inter zonal Sports Tournament/Inter University Sports Tournament/ All India Inter University Sports Tournament;
- d) Savitribai Phule Pune University Level or State Level Inter University/Inter University Zonal Cultural (debating/elocution/dramatics/moot court, etc.)/Research (Avishkar) or All India Inter University Cultural (debating/elocution/dramatics/ moot court, etc.)/Research (Anveshan) competitions.

2. The additional marks shall be added to any head/s of passing or to any subject/s, as case may be, in the examination if the student has failed in such head/s of passing/subject/s and if such additional marks enable the student to get necessary passing marks.

3. The additional marks shall not be taken into consideration for the purpose of award of any prize, scholarship, merit list or for such other similar purposes.

4. The additional marks shall be granted to the candidate only for that examination during which the candidate has participated in the activities mentioned in Clause 1. These additional marks shall not be carried forwarded to the next examination.

Note: -The candidate shall be eligible to get maximum FIFTEEN additional marks once only, for any of the activities mentioned above, if performed by her in any year, and only for an examination of one course.

5. Additional marks shall be granted to the student subject to the conditions mentioned here under:

a) NCC:

i) A candidate who has enrolled in NCC and has attended 75% parades out of total numbers of parades and one annual training camp prescribed for NCC, will get TEN marks.

ii) Out of the cadets mentioned in Sub Cause (i) above those who have participated in National Integration Camp/National Tal Sena Camp/R D parade, New Delhi/Army Attachment Camp or a National Level Camp approved by NCC Group Head Quarter, will get FIVE marks.

iii) The candidates Fulfilling the conditions mentioned in i) and ii) above at the time, will get maximum FIFTEEN marks in that academic year.

b) NSS:

i) A candidate who has enrolled in NSS and has completed 120 hours of effective work and attended the necessary one special camp as required under NSS programme and/or has participated in State Level "Avhan" activity, will get TEN marks.

ii) A candidate who has participated in NSS and has completed 120 hours of effective work and participated in State Level and National Level R. D. Parade, will get FIVE marks.

OR

iii) A candidate who has participated in NSS and has completed 120 hours of effective work and participated in National International Integration Camp/National Adventure Sport Camp, e. g. mountaineering, paragliding, skiing, etc. Organized by NSS on behalf of Youth Sport Mantralaya of Central Government. will get FIVE Marks.

iv) Candidate fulfilling the conditions mentioned in (i) and (ii) above at the time, will gate maximum FIFTEEN Marks in the academic year.

c) Sports:

i) A candidate participated in Pune University Inter Zonal Sports Tournaments will get FIVE marks in that academic year.

OR

ii) A candidate participated in State Level Inter University and/or West/South Zone Inter University and/or All India Inter University Sport Tournaments will get TEN marks, in that academic year,

OR

iii) A candidate participated in All India Inter University Sports Tournament sponsored by Association of Indian Universities (A.I.U.) New Delhi and obtained first/second/third rank in that Spots Tournament, will get FIFTEEN marks in that academic year.

d) Cultural/ Research Competition:

i) A candidate participated in Savitribai Phule Pune University Level Cultural/Research Competition will get FIVE marks in that academic year.

OR

ii) A candidate participated in State Level Inter/ University Zonal Cultural/ Research Avishkar) Competition, will get TEN marks in that academic year.

OR

iii) A candidate participated in All India Inter University Cultural/Research (Anveshan) Competition sponsored by Association of Indian Universities (AIU) New Delhi and obtained first/ second/ third rank in that competition, will get FIFTEEN marks in that academic year.

6. A student shall submit a certificate in the prescribed format before the date of commencement of the examination for the grant of additional marks along with necessary original certificate/s or copies thereof countersigned by Physical Director/Dean student's affairs, /NSS Programme officer/NCC In charge/ and the Principal of the Institute.

The said certificate with application to be submitted to Controller of Examinations. No certificate received after commencement of examination shall be entertained by the Institute.

7. If any difficulty arises in giving effect to the provisions of this ordinance, the principal of institute may in consultation with the controller of the examination, give his/her decision in such a particular case. The decision of the principal shall be final and binding in such matters. Also, the students who are more than the approved NSS strength shall not be entitled to get benefit under this ordinance.

CCEW ORDINANCE NO. 02: IMPROVEMENT OF CLASS/GRADE

CCEW will allow for improvement of class/grade for students.

1. A candidate who has passed the B.Tech./M.Tech. degree examinations from Cummins College of Engineering for Women, Pune, affiliated to SPPU, with the class mentioned in Column I and who wishes to improve the class as shown in Column II below will be permitted, at her option, to appear for the same examination again without being required to keep any terms.

Column I	Column II
Pass Class or Second Class or Higher Second Class or First Class, as the case may be	Second Class or Higher Second Class or First Class or First Class with Distinction, as the case may be.

2. If a candidate who reappears for the examination/s under this ordinance fails to improve her class/grade, her performance in the reappearance will be ignored.
3. A candidate will be allowed to re-appear for the examination for improvement of class/grade within a period of five years from the date of passing the Bachelor's/Master's degree examination.
4. A candidate shall have to reappear for a minimum of 1/3 and or maximum all the theory courses at a time on which the class is awarded.
5. A candidate will be allowed a maximum of three attempts for the improvement of her class/grade within the stipulated period of five years.
6. A candidate appearing for the improvement of class/grade shall not be entitled to get any prize/medal/scholarship/award etc.
7. A candidate who desires to apply for improvement of class/grade should submit her examination application form to the examination section of the college.
8. A candidate who has reappeared for the examination under the provisions of this Ordinance for improvement of her class/grade and improves her class/grade by such re-appearance, will have to surrender her original degree, statement of marks and passing certificate etc. to the college. The revised degree certificate, statement of marks and passing certificate, which will be issued to the candidate, mention will be made of the fact that she improved her class/grade under this Ordinance.

CCEW ORDINANCE NO. 03: FOR HANDICAPPED, BLIND AND LEARNING-DISABLED STUDENTS

The Controller of Examination/Principal/ is authorized to make the appointment of a writer at an examination for Handicapped, Blind and Learning-Disabled Students. The writer to be appointed must not have passed the examination at which she is appointed to work for the examination. The concerned writer should not be first relative with the Examinee, i.e. Mother-Father, Sister-Brother, Paternal and Maternal Uncle. The Controller of Examination/Principal are also authorized to grant an additional of twenty minutes for one hour question paper to handicapped, blind and learning disable students. However, students must submit a medical certificate endorsed by the Civil Surgeon. The application should be forwarded through the principal to the examination section.

CCEW ORDINANCE NO. 04: RESCHEDULING OF IN SEMESTER AND END SEMESTER EXAMINATIONS

If the student is representing College/University at State/National/ International level for any Co-curricular and extra-curricular competitions or appeared for any State/National/ International level competitive examinations, for such students in semester and end semester examinations will be rescheduled. However, prior approval from the Head of the department and Principal for participation in such competitions and competitive examinations is mandatory. Such student should apply to Controller of Examination for rescheduling of the examination along with the copy of signed approval.

CCEW ORDINANCE NO. 05: GRACE MARK AND CONDONATION RULES APPLICABLE FROM A.Y. 2023-24.

Ref- Savitribai Phule Pune University Circular No. 396 of 2002, Dated: 24/10/2002

CCEW has decided to grant grace marks and apply the Condonation rule in accordance with SPPU Circular No. 396 of 2002, dated 24/10/2002, effective from the academic year 2023-24.

If the student fails in the theory course, grace marks shall be allotted for passing the course as follows,

- 2 grace marks for 50-marks course
- 3 grace marks for 100-marks course

The grace marks shall be allotted for only one course per semester, in regular/summer as well as for the backlog examinations.

Proposed rule for condonation

If the student fails in only one theory course even after the summer examination, then 1% of the total marks of that academic year or 10 marks, whichever is the minimum shall be allotted. Further, 'Grace Marks and Condonation rule' shall not be applied to the same course.

CCEW ORDINANCE NO. 06: GRACE MARKS RULE FOR STUDENTS WITH DISABILITY (DIVYANG STUDENTS)

Ref- Savitribai Phule Pune University Circular No. 180 of 2022, Dated: 14/06/2022

A student with disability (Divyang Student) who fails in the theory course, practical/Oral examination, Internship, and project work, shall be given the benefit of grace marks to the extent of maximum 3 % of the aggregate marks of that semester.

The grace marks shall be distributed in any head/heads of the passing, and it shall be allotted in regular examination at the end of each semester of the academic year.

These grace marks are not applicable to backlog and summer examination.

A student with disability (Divyang Student) shall be given the benefit of these grace marks in addition to the grace marks awarded to the examinees under other ordinances.

XXXXXXXXXXXX