

REGULATIONS

Effective from June 2016

Master of Architecture (M.Arch.)



NATIONAL INSTITUTE OF TECHNOLOGY

TIRUCHIRAPPALLI - 620 015

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Regulations for Master of Architecture programme

M.1 QUALIFICATION FOR ADMISSION

- a) Admission criteria/policies for the Post-Graduate programmes are decided by the Senate following the guidelines issued by the MHRD, Government of India from time to time. The Institute presently offers the Master of Architecture (**M.Arch.**) as one of the Post Graduate programmes.
- b) Candidates for admission to the first semester of M.Arch. shall have qualified for the Bachelor's degree in the appropriate branch as specified below.

MASTER OF ARCHITECTURE

Department	PG Program	Group	Specialization
Department of Architecture-(AR)	Energy Efficient & Sustainable Architecture- (EJ)	Group 1	B. Arch.

c) **ADMISSION PROCEDURE**

- Admission to M.Arch. programme will be based on the score/rank in GATE examination and through Centralized Counselling for M.Tech./ M.Arch. / M.Plan (CCMT) where all NITs and reputed Centrally Funded Technical Institutions participate.
- d) The Institute will prescribe from time to time other eligibility conditions for admission regarding the class/percentage marks required to be secured by the candidate in the Bachelor's degree, minimum admissible percentage marks therein, permitted number of attempts for obtaining Bachelor's degree, passing requirements in the respective entrance tests conducted by this Institution for Post-Graduate admissions, GATE score percentiles, physical fitness requirements, sponsorship, etc. Further, the committee of Deans shall examine the admission procedures before issuing formal admission letters - especially for certain post graduate programmes for which candidates from different academic backgrounds compete (different specializations in engineering as well as engineering graduates competing with science post - graduates).
- e) A maximum of two QIP scholars (teacher candidates recommended by National QIP coordinator) per programme may be admitted to M.Arch. programme (vide QIP guidelines) on full time basis. These QIP scholars should satisfy the conditions regarding admissions that may be prescribed by this Institute.
- f) The criteria for admission of foreign students to PG programmes shall be as follows:
- i. Students should have earned their qualifying degree from a University /Institute recognized by the Association of Indian Universities / similar Indian body.
 - ii. Students nominated by foreign Governments may be admitted to PG programmes, without any further test/interview, if their request for admission is routed through MHRD / any agency of the Government of India.
 - iii. Students of Indian origin seeking admission to PG programmes under NRI quota should have a valid GATE score, if they have obtained their qualifying degree in India.
 - iv. Students of Indian origin seeking admission to PG programmes under NRI quota should have a valid GRE/GMAT/ and TOEFL score, if they have obtained their qualifying degree outside India.
 - v. The tuition fee, for NRIs and foreign nationals, may be fixed at rates similar to those for UG programmes under DASA/NRI categories, whichever is higher.
 - vi. The tuition fee, for nominees of foreign Governments, may be fixed at about five times the

rate paid by Indian students.

- vii. A maximum of three seats (additional) may be set aside in each PG programme, for the foreign students.

M.2 DURATION OF THE PROGRAMME

- a) The minimum duration required for the completion of the M.Arch. programme has been listed under Table 2. A student may complete the programme at a slower pace by taking more time, but in any case not exceeding the maximum duration.
- b) The duration of each semester will normally be 90 working days (18 calendar weeks), inclusive of examination days.

Table – 2

Programme	Minimum period	Maximum period
M.Arch.	4 Semesters	8 Semesters

M.3 STRUCTURE OF THE PROGRAMME

- a) M.Arch. programme will have a curriculum with syllabii consisting of (i) Core courses, (ii) Elective Courses, (iii) Open Elective courses (iv) Project work and (v) Laboratory/ Studio.
- b) The programme will also include laboratory, seminars, Design Studio and industrial training as prescribed by the Board of Studies in the curriculum and syllabi and approved by the Senate.
- c) Each course is normally assigned a certain number of credits as follows:
- 1 credit per lecture hour per week
 - 1 credit per tutorial hour per week
 - 1 credit per 2 or 3 hours of laboratory practice
- (e.g.: A “three credit lecture based course” will involve about 40 lecture hours spread through the semester, with three lecture hours per week.)

Project work: 24 credits for **M.Arch.**

The minimum total number of credits for the successful completion of the **M.Arch.** programme will be as follows.

Table – 3

Programme	Minimum Credit for the Courses	Credit for Project work	Minimum Total Credits required
M.Arch.	36	24	60

- d) For the elective courses, a student may be permitted by the Head of the Department (subject to the consent of the Teacher offering the said course) to take a maximum of 2 elective courses from among the elective courses of other Post-Graduate programmes. Further, the teacher has the "choice" not to offer the elective course if five or less than five students opt for the course. Similarly, an upper limit of sixty two students is fixed for elective courses.

M 3.1 Course Plan

- a) Every theory/laboratory course shall have a course plan prepared by the course teacher well before the start of the semester. The course plans for core, elective, open elective courses will have details of the overview of the course, course objectives, course outcome, course teaching and learning activities and course assessment methods and reassessment policy.
- b) Each course will have tailor-made assessment models viz. group tasks, assignments, report on field visit, quizzes, open book tests, laboratory exercises, mini-project and end of semester summative assessment etc. The course plan will also have details of attendance requirements, academic integrity and plagiarism and information on study materials.

- c) The course plan, after due approval by the class committee chairperson (CCC) and the HoD of the Department offering the course, shall be uploaded in the intranet by the teacher.
- d) The Course plans for all courses offered by the Institute will be available in the intranet site for reference by the faculty and students.

M.4 REGISTRATION AND ENROLMENT

- a) Except for the first semester, registration for a semester will be done during a specified week before the end semester examination of the previous semester. Late registration/enrolment will be permitted with a fine up to two weeks from the last date specified for registration.
- b) A student will be eligible for enrolment only if he/she has cleared all the dues to the Institute, Hostel, Library and the NCC Unit up to the end of the previous semester, provided he is not debarred for enrolment by a disciplinary action of the Institute.
- c) The registration sheet contains the course number, course name, number of credits and category for each course taken in that semester. The student makes the choice of courses in consultation with his/her Faculty Adviser.

M.5 FACULTY ADVISER

The Head of the Department shall assign a faculty every year for each PG programme who will be called as Faculty Adviser. The Faculty Adviser will help the students in planning their courses of study and for getting general advice regarding either the academic programme or any other activity.

M.6 ASSESSMENT PROCEDURE - TESTS AND EXAMINATIONS

M.6.1: M.Arch – Theory/Laboratory/Studio courses

Each course shall have assessments carried out according to the Course Plan drawn by the faculty who handles the course (M 3.1). The assessments of a course are in alignment with the course learning outcomes.

Normally, both question paper setting and valuation of answer papers for all the examinations shall be carried out by the teacher who had handles the course. However, the Chairman of the Senate will have the discretion to appoint any other teacher or external examiner for setting question paper and valuing the answer scripts of the students in any course.

M.6.2: M.Arch.– Project Work

- a) Project work will be carried out in the III and IV semesters for M.Arch. programme. programmes. The continuous evaluation of the project work shall be carried out by the Department Project Evaluation Committee (DPEC). The constitution of the DPEC is as follows:

- | | |
|---------------------------------------|------------|
| 1. One Professor | - Chairman |
| 2. One Professor/Asso.Prof. | - Member |
| 3. Asso.Prof./Asst.Prof. (with Ph.D.) | - Member |

The DPEC shall be constituted by the Head of the Department at the beginning of every academic year. Each PG programme shall have a separate DPEC. The DPEC constituted shall be for the entire academic year. The Chairman/member shall be substituted in the DPEC by another senior faculty member (nominated by the Head of the Department) for the continuous evaluation of a student guided by him/her.

- b) The last date for submission of project report of the M.Arch. first phase project work is 31st December (or last working day of December) and the last date for submission of project report of the second phase M.Arch. project work is 31st May (or last working day of May) every year.
- c) Panel of external examiners shall be drawn by the Head of the Department, from the names of the examiners suggested by the guides. The panel has to be approved by the Dean (Academic) or his nominee. External examiners may be identified for groups of minimum five students each, depending on the area of project.

The examiners should be a faculty of IITs/NITs/reputed engineering colleges (government/aided)/scientists from central labs. Retired faculty/scientists from these institutions serving in other organizations shall also be in the panel of examiners.

M.6.2.1 : M.Arch. (Project work evaluation)

- a) A preliminary review of the topics chosen by the students is to be conducted during the end of July every year. All the faculty of the department shall be present for the preliminary review. There is no evaluation for this review. The respective guides may apprise the DPEC about the scope of the work and the expectation of the outcome.
- b) The end semester project viva-voce shall be examined by the external examiner and the guide together for both Phase-I and Phase II of the project.
- c) The break-up project evaluation in phase I and phase II of the project work is as follows:

Continuous evaluation

Phase I	Marks	Schedule	Phase II	Marks	Schedule
Review I	10	I week of September	Review I	10	IV week of January
Review II	20	I week of October	Review II	20	I week of March
Review III	20	II week of November	Review III	20	IV week of April

End semester final evaluation

Phase I	Marks	Schedule	Phase II	Marks	Schedule
Viva-voce	50	I/II week of January	Viva-voce	50	I/II week of June

The marks distribution for phase I of the project is as follows:

Review I	
Identification of title	5 marks
Literature survey/scope	5 marks
Review II	
Methodology adopted	5 marks
PPT presentation	10 marks
Answers to queries	5 marks

Review III	
Results obtained	10 marks
PPT presentation	5 marks
Answers to queries	5 marks
Project viva-voce	
Project report	15 marks
PPT presentation	5 marks
Presentation skills	5 marks
Viva-Voce	25 marks

The marks distribution for phase II of the project is as follows:

Review I	
Time schedule/plan	5 marks
Innovation in work	5 marks
Review II	
Intermediate results	10 marks
PPT presentation	5 marks
Answers to queries	5 marks
Review III	
Further results/work	10 marks
PPT presentation	5 marks
Answers to queries	5 marks
Project viva-voce	
Project report	15 marks
Project Outcome (conclusions)	5 marks
Presentation	5 marks
Viva-Voce	25 marks

M.7 ATTENDANCE

The course plan will outline the attendance requirements expected of a student for the particular course. Students who have not satisfied the attendance requirements of the course, shall be awarded a 'V' grade for the course.

M.8 REASSESSMENTS

The course plan shall outline the policy and eligibility criteria for compensation assessment for the students who fail to attend the regular assessment process during the course due to genuine reasons or reassessment for those failing the course due to poor performance.

M.9 TEMPORARY BREAK OF STUDY FROM THE PROGRAMME

A student may be permitted by the Dean (Academic) to withdraw from the programme for a year, for reasons of ill-health or other valid reasons on the recommendation of the Head of the Department. Such student who discontinues and rejoins later shall be governed by the rules, regulations, courses of study and syllabus in force, at the time of his/her rejoining the course (subject to conditions stated in M.2).

M.10 CLASS COMMITTEE

- a) Every class of the Post-Graduate programme will have a class committee constituted by the respective Head of the Department, for improving the teaching - learning process. The activities of the Class Committee should be taken in earnest and the minutes of the Class Committee meetings should be promptly recorded.

- b) The composition of the class committee will be as follows:
- i. A senior faculty of the department (preferably not offering a course for that class) nominated by the Head of the Department - Chairperson.
 - ii. All teachers handling courses for that class - Members.
 - iii. Two students of the class nominated by the Head of the Department - Members.
 - iv. In case the students for a particular course are drawn from different programmes (as may be in electives), due care should be taken to ensure that the membership of the Class Committee is representative of the class population. In case of project semester, the project guides shall become members of the class committee.
- c) The functions of the class committee will be as follows:
- i. The class committee shall meet thrice during the semester. The first meeting will be held within two weeks from the date of commencement of the semester in which the nature of the broad assessment procedure for the different courses will be discussed. The second and third meetings will be held six weeks and ten weeks respectively from the commencement of a semester to meaningfully interact and express opinions and suggestions to improve the effectiveness of teaching - learning process and analyze the performance of the students in the assessments. The chairman of the class committee should send the minutes of the class committee meetings to the Dean (Academic) through the Head of the Department, immediately after the class committee meetings.
 - ii. During the first meeting of the class committee, faculty members shall submit their respective course plans to the class committee chairperson and head of the department for approval and uploading the intranet site.
 - iii. Any innovation in any course plan not agreed by the class committee or the HoD will be referred to the Chairman of the Senate for approval.

M.11 PERFORMANCE ANALYSIS COMMITTEE

Performance Analysis Committee will consist of the same members as the class committee - but including the Head of the Department and excluding the student members. The meeting of the Performance Analysis Committee is to be held about one week from the last day of the final assessment, to analyze the performance of the students in all courses of study and finalize the grade ranges for each course and forward the statement of grades (along with the attendance register) to the Office of the Dean (Academic) immediately through the Head of the department. The PAC, by collective wisdom, should ensure that the clustering/grading/pass - fail decisions have been reasonably balanced. The Dean (Academic) (or duly authorized Associate Dean) shall go through the statement of grades (and the duly filled attendance register). In case of any problem that cannot be set right by the Dean (Academic) then the Chairman, Senate is authorized to take appropriate action in his regard. The finalized list shall then be conveyed to the Chairperson, PAC. It is proposed that the Chairperson, PAC will then arrange to display a copy of the statement of grades in the departmental notice board. It is expected that the results could be displayed within two days from the date of finalizing the grades.

M.12 MOVEMENT TO HIGHER SEMESTER

- a) A candidate will be permitted to proceed to the next higher semester of a programme only if the candidate has satisfied the eligibility requirements for appearing in the Semester

Examinations of the current semester (vide regulations M.7).

- b) A candidate who is permitted to discontinue may rejoin the course at the appropriate semester only along with the regular students at the time of normal commencement of that semester subject to conditions stated in Table 2 of M.2.
- c) A candidate who discontinues and rejoins later shall be governed by the rules, regulations, courses of study and syllabus in force, at the time of his/her rejoining the course in addition to subject to conditions stated in Table 2 of M.2.

Any candidate appearing for reassessments in any course, four semesters after the first appearance in that course, will be governed by the syllabus in force at the subsequent time subject to conditions stated in Table 2 of M.2.

M.13 PASSING AND DECLARATION OF EXAMINATION RESULTS

- a) The Institute follows relative grading with flexibility given to teachers to decide the mark ranges for grades. All assessments of a course will be carried out on the basis of marks.)))
- b) For theory and laboratory/studio courses, teachers may adopt any one of the following methods to decide the clusters (range) of the total marks (continuous assessments and final assessment put together for each student) scored by the students for grading:
 - i. Gap theory
 - ii. Normalized curve
 - iii. z-score
- d) For project work, absolute grading with the following mark ranges shall be followed.

Mark ranges	Grade to be awarded
91-100	S
81-90	A
71-80	B
61-70	C
51-60	D
40-50	E
<40	F

- d) A minimum of 30 % should be scored in the final assessment (for all courses) for a pass.
- e) The minimum marks for E grade is fixed as 40 marks (40 % of total marks, continuous assessment and final assessment marks put together subject to the clause M.12.d above).
- f) For Laboratory/studio courses and Project work, there is no limitation on the number of students falling in a particular grade (especially S and A). However, in general, the S grade is restricted to 20 % of the total number of students registered for the course.
- g) The grading structure adopted by the faculty for the course handled by him/her, may be subjected to the scrutiny of the PAC and subsequently the Senate.
- h) Any issues related to Grading will be decided by the Dean (Academic), in consultation with the Chairman of the Senate.

- i. The Performance Analysis Committee, which shall meet within seven days after the completion of all examinations, shall analyze the relative cumulative performance of students in all examinations (continuous and end-semester) of a course and finalize the letter grade ranges for the course.
- ii. The letter grades and the corresponding grade points are as follows:

Letter	S	A	B	C	D	E	F	X	V
Grade Point (GP)	10	9	8	7	6	5	0	-	-

- Students scoring less than the passing minimum of 40 marks shall be deemed to have failed and be given 'F' grade.
 - 'V' indicates lack of attendance. Students awarded 'V' grade must compulsorily redo the course.
 - 'X' indicates did not complete all the assessments and shall appear for reassessment.
- iii. A student who earns a minimum of 5 grade points in a course is declared to have successfully completed the course.

M.14 REVALUATION OF ANSWER PAPERS

The answer scripts shall, here after, be retained in the custody of the teacher (examiner) after the process of valuation. The teacher shall, in the first week of the subsequent semester, make available (in his/her presence) the answer scripts to the students who had appeared in the said examination. In case of any student feeling aggrieved over the valuation, he/she can contact the concerned teacher within three weeks from the commencement of the semester immediately following the announcement of the results. The student shall have access to his/her answer paper(s) in the end semester examination which may be shown to him/her by the teacher(s) concerned. If the teacher feels that the case is genuine, the teacher may re-examine the case and forward a revised grade, if any, to the Dean of Academic courses through the Head of the Department and the performance analysis committee.

M.15 GRADE CARDS

- a) After the results are declared, Grade Cards will be issued to each candidate and will contain the list of courses with credits for that semester and the grades obtained by the candidate. The grade cards shall carry the signature of the Dean (Academic). Transcripts, issued upon request from the students, shall also carry the signature of the Dean (Academic).
- b) Grade Point Average (GPA) for each semester will be calculated only for those students who have passed all the subjects of that semester. Similarly, Cumulative Grade Point Average (CGPA) upto any semester will be calculated only for those students who have passed all the subjects upto that semester. GPA is the ratio of the sum of products of the number of credits of a course (C_i) with grade points scored in that course (GP_i), taken for all the courses in that semester, to the sum of the number of credits of all the courses (n) in the semester.

"

$$GPA = \frac{\sum_{i=1}^n C_i * GP_i}{\sum_{i=1}^n C_i}$$

c) On successful completion of the programme, the CGPA is calculated as follows:

$$CGPA = \frac{\sum_{i=1}^n C_i * GP_i}{\sum_{i=1}^N C_i}$$

here C_i is the credit and GP_i is the grade point obtained by the candidate and N is the total number of courses for the entire programme.

M.16 ELIGIBILITY FOR THE DEGREE

A candidate shall be eligible for the award of the Master's degree in the appropriate programme if the candidate has:

- a) Undergone the prescribed programme of study by earning the minimum total number of credits specified in the programme within the maximum duration as specified in M.2.
- b) No dues to the institution, Library, Hostels, etc.
- c) No disciplinary action pending against him/her.

M.17 AWARDING THE DEGREE

The candidate has to complete the prescribed courses of study and satisfy other related norms. The Senate shall, before the annual convocation, recommend the award of degree to each eligible candidate, by name.

M.18 CLASSIFICATION

After successful completion of the programme, the degree will be awarded as per the following classifications based on CGPA.

- a) Candidates who get a CGPA of 8.5 and above and who complete the programme in the minimum period, passing all the courses in the first appearance itself, will be declared to have passed in first class with distinction. For this purpose, authorized break of study (vide regulation M.9) will not be counted.
- b) Candidates who get a CGPA of 6.5 and above but below 8.5 and who complete the programme in the minimum period plus authorized break (vide regulation M.9) will be declared to have passed in first class.
- c) Candidates who get a CGPA of below 6.5 and who complete the programme within the maximum prescribed period after joining the institute, will be declared to have passed in second class.

M.19 CONSOLIDATED STATEMENT OF GRADES

A student should have appeared for the semester examination in any particular course (mere appearance for the continuous assessment tests is not sufficient) to be eligible for the award of the grade in the course. At the end of the programme, all successful candidates (vide regulation M.16) will be furnished with a consolidated statement of grades which will contain the following particulars:

1. Grades in the courses with credits for the semesters.
2. CGPA, and
3. Classification (First class with Distinction/First class/Second class.

M.20 DISCIPLINARY & GRIEVANCE COMMITTEE

This Committee is constituted for the smooth functioning of the various Post-graduate Programmes of the Institute and it consists of the following members:

Dean (Academic)	Convener
Dean (Students Welfare)	Member
Respective Head of the Department	Member
Associate Academic (PG)	Member

This Committee will be dealing with:

All grievances and disciplinary problems of the students relating to malpractices in tests, end-semester examinations, etc.

The Committee will meet as and when necessary and send the recommendations to the Senate Sub - Committee for Examinations and Awards for consideration and ratification.

B.21 RAGGING

Ragging in any form is a Criminal and Non-bailable offence. If any incident of ragging comes to the notice of the authority, severe action including dismissal from the Institute and fine of Rs 10,000/- shall be imposed, if the student is proved guilty. Since, ragging is a cognizable offence imprisonment upto two years may also be imposed by the competent authority.

M.22 POWER TO MODIFY

The Senate - as the Supreme academic body of the Institute - may, from time to time, revise, amend or alter the regulations, courses of study and syllabus as and when found necessary. Any other relevant rules needing urgent revisions can be framed and implemented by the Chairman of the Senate and ratified in the subsequent Senate meeting. In case of difference of opinion regarding the interpretation of any of the regulations, the decision of the Chairman of the Senate shall be final. Notwithstanding all that has been stated earlier/elsewhere, the Senate of the Institute has the right to modify any of the above rules and regulations from time to time.