BE/B.Tech Academics Rules and Regulations

(R-26)



CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY

(Autonomous and Affiliated to Osmania University,Six UG Programs Accredited by NBA, Accredited by NAAC with'A++' Grade,ISO 9001:2015 Certified Institution)

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ACADEMICS
RULES AND REGULATIONS
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Academics Rules and Regulations for B.E/B.Tech.

FOUR YEAR DEGREE COURSE

(With effect from 2026-27)

I. Preliminary Definitions and Nomenclature

These rules are applicable to the students who are admitted to BE/B. Tech (Eight Semesters) Programme from the academic year 2026-27 onwards. The preliminary definitions and nomenclature are furnished in the following table.

S. No	Keywords	Definition
1.	Programme	An educational Programme leading to award of a Degree **BE/B.Tech**
2.	Admission Procedure	As prescribed by Government of Telangana
3.	Academic Year	Two consecutive (one odd + one even) semesters constitute one academic year.
4.	Semester	Each semester will consist of 15-17 weeks of academic work equivalent to 90 actual teaching days. The odd semester may be scheduled from July to December and even semester from January to June.
5.	Course	Usually referred to, as "papers / subjects" is a component of a programme. All courses need not carry the same weightage. The courses should define learning objectives* and learning outcomes*. A course may be designed to comprise Lectures / Tutorials / Laboratory work / Mini Project / Project Work / Seminars /Internships / Upskilling certifications / Industry Visit/ Exams /Viva / Assignments / Presentations/ Activity Point (Non-credit) / Self-study etc. or a combination of some of these. The medium of instruction, examinations and project report will be in English. *As per AICTE Course Objectives and Course Outcomes (COs)
6.	Credit	A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of practical work per week.
7.	Letter Grade	It is an index of the performance of students in a said course. Grades are denoted by letters like S, A, B, C, D, E, F etc.
8.	Grade Point	It is a numerical weight allotted to each letter grade on a 10-point scale.
9.	Credit Point	It is the product of grade point and number of credits for a course
10.	SGPA	Semester Grade Point Average (SGPA), it is a measure of performance of a student in a semester. It is ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.

11.	CGPA	Cumulative Grade Point Average (CGPA), it is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
12.	Grade Sheet	Based on the grades earned, a grade sheet shall be issued to all the registered students after every semester. The grade sheet will display the course details (Course code, Course title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.

II. Types of Courses in the Programme

Courses in a programme may be of the following kinds:

- Humanities and Social Sciences including Community Engagement and Management Courses
- Basic Science Courses including courses Mathematics, Physics and chemistry.
- Basic Engineering Science Courses including Computer Aided Engineering drawing, basic programming Language, Data Structures, basics of electrical/electronic/ mechanical/computers etc.
- Professional core courses
- Professional Elective courses relevant to chosen specialization/branch
- Open Electives Courses – Electives from other Technical and Emerging Areas
- Project work, Mini Project, Industry Visit, Up-skill Certification, Self learning, Seminar and Internship in Industry or elsewhere.
- Mandatory (non-credit) Courses: Environmental Sciences, Indian Constitution.
- Activity Points

III. Contact hours and credits

The norms for course credits are as follows:

Lecture (L) / Tutorials (T): One (1) hour per week is assigned one (1) credit (C).

Practical (P): Two (2) hours session per week is assigned one (1) credit (C).

For example, a theory course with a L-T-P schedule of 2-1-0 will be assigned three (3) credits.

L	T	P	C
2	1	0	3

A laboratory/practical course with a L-T-P schedule of 0-1-3 will be assigned two and half (2.5) credits.

L	T	P	C
0	1	3	2.5

A laboratory practical course with a L-T-P schedule of 0-0-2 will be assigned one (1) credit.

L	T	P	C
0	0	2	1

IV. Course Structure and Sample Scheme for eight semesters

The following table shows the course structure with the credit weightage distribution.

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A)					
Name of the Program: B.E/ B.Tech (Detailed Structure)					
L-Lecture, T-Tutorial, P-Practical / Drawing / Project / Seminar					
S. No	**Name of the Course**	**No. of Hours**			**Credits**
		L	**T**	**P**	
1. Humanities and Social Sciences including Management courses (9 Credits)					
1	Communicative English	2	0	0	2
2	Communications Skills Lab	0	0	0	1
3	Employability Skills	0	0	2	1
4	Engineering Economics and Accountancy	3	0	0	3
5	Universal Human Values II: Understanding Harmony	0	1	0	1
6	Community Engagement	0	0	2	1
2. Basic Science courses (17.5- 21Credits)					
1	Mathematics – I /Calculus & Numerical Method / Matrix Theory and Advanced Calculus	3	0/1	0	3/4
2	Mathematics – II /Linear Algebra / Applied Vector Calculus and Differential Equations	3	0/1	0	3/4
	Mathematics – III (Probability and Queuing Theory /Partial Differential Equations and Statistic)	3	0/1	0	3/4
3	Optics and Quantum Technologies (Theory + Lab)/ Engineering Physics (Theory + Lab) / Electromagnetism and Quantum Computing (Theory + Lab) /Physics (Theory + Lab)	3	0	3	4.5
4	Biomaterials and Quantum Chemistry (Theory + Lab)/ Material Chemistry (Theory + Lab)/ Applied Chemistry (Theory + Lab)	3	0	2/3	4/4.5
3. Basic Engineering Science Courses (BESC) (21-25 Credits)					
1	Engineering Workshop & 3D Printing/ Computer Aided Engineering drawing	0	0	3	1.5
2	Engineering Graphics	0	1	3	2.5
3	Engineering Mechanics-I	3	1	0	4
4	Problem Solving and Programming using C (Theory + Lab)	3	0	3	4.5
5	Basic Electrical Engineering (Theory + Lab)	3	0	2	4
6	Basic Electronics and Sensors (Theory + Lab)/	3	0	2	4
7	Python Programming (Theory +Lab)/ Artificial Intelligence Foundations and Applications (2) +Python Programming Workshop	2	0	2/3	3/3.5
8	Sensors & Instrumentation / Basic Electronics/Basics of Data Structures/ Engineering Mechanics-II	2	0	2	3
9	Robotics and Drones Lab	0	1	3	2.5

4. Professional Core Courses (PCC) (64.5 – 68 Credits) (The Programmes which are offering less than the specified PCC credits, the difference credits shall be offered as Professional Elective Credits or Open Elective Credits in addition to the credits allotted under PEC and OEC categories.)					
5. Professional Elective Courses (PEC): Relevant to the chosen specialization/branch (15 -19.5 Credits) (Five to Six Electives to be offered by the respective department Board of Studies.)					
6. Open Elective Courses (OEC)–Electives from other technical and/or emerging subjects (9 Credits) (Three open electives are to be offered by the respective department Board of Studies.)					
7. Project work, Seminar, Self learning and internship in industry or elsewhere (15 - 17 Credits)					
I	Project Part-1 -(VII Semester)			4 hrs. per week	2
II	Project Part-2 -(VIII Semester)			8 hrs. Per week/ 180 hrs. Industry	4
III	Technical Seminar (VII or VIII Semester)			2 hrs. per week	1
IV	NPTEL Certification (Has to be done during III or IV Semester, and will be evaluated in IV Semester)			Min 2 credits weightage	2
V	Internship-I /Summer Project/ Industry certification (Must be done during the summer break after IV Semester, and will be evaluated in V Semester)			90 hrs.	2
VI	Internship- II (Industrial Internship /Rural Internship / Academic Internship /Research Internship) (Can be done during the summer break after VI Semester and will be evaluated in VII Semester)			120-135 hrs.	3
VII	Mini Project	In-campus	CIE-50 Marks	-	1/2
VIII	Upskill Certification –I & II (0.5 Credit in IV Semester + 0.5 Credit in VI Semester)	Approved Courses	CIE-25 Marks	-	01
8. Mandatory Courses: Environmental Science, Indian Constitution. Induction Program is to be conducted for a period of 3 weeks.					
9. Activity Points: (Mandatory) Communication, Teamwork and Leadership skills: **60 to 100 Points. e-Portfolio**					
			Total Credits	**160 - 170**	

A sample scheme/plan of study for I and II semesters is furnished in the following tables, and it is common to all the CSE allied branches and with little variations in core branches of B.E/B.Tech.

All CSE allied branches: CSE, IT, AI&DS, CSE(AI&ML), CSE (IoT&CSBCT)

All Core branches: CIVIL, Mechanical, ECE, EE (VLSI), EEE, Chemical and Biotechnology

BE (I & II Semesters) Scheme - R26 with effect from 2026-27
(Common for CSE, IT, AI&DS, CSE (AI&ML), CSE (IoT & CSBCT)

SEMESTER – I							SEMESTER – II						
S. No.	Code	Course	L	T	P	Credits	S. No.	Code	Course	L	T	P	Credits
1	26MTC01	Calculus and Numerical Methods	3	0	0	3	1	26MTC04	Linear Algebra	3	0	0	3
2	26PYC01	Optics and Quantum Technologies	3	0	0	3	2	26CYC03	Biomaterials and Quantum Chemistry	3	0	0	3
3	26CSC01	Problem Solving and Programming using C	3	0	0	3	3	26EEC01	Basic Electrical Engineering	3	0	0	3
4	26EGC01	Communicative English	2	0	0	2	4	26CSC03	Data Structures using C	4	0	0	4
5	26ECC40	Basic Electronics and Sensors	3	0	0	3	5	26CSC05	Python Programming	2	0	0	2
PRACTICALS							**PRACTICALS**						
6	26PYC03	Optics and Quantum Technologies Lab	0	0	3	1.5	6	26CYC04	Biomaterials and Quantum Chemistry Lab	0	0	2	1
7	26EGC02	Communication Skills Lab	0	0	2	1	7	26MBC02	Community Engagement	0	0	2	1
8	26CSC02	Problem Solving and Programming using C Lab	0	0	3	1.5	8	26CSC04	Data Structures using C Lab	0	0	3	1.5
9	26MEC02	Computer Aided Engineering Drawing	0	0	3	1.5	9	26CSC06	Python Programming Lab	0	0	2	1
10	26ECC41	Basic Electronics and Sensors Lab	0	0	2	1	10	26EEC02	Basic Electrical Engineering Lab	0	0	2	1
		Total	**14**	**-**	**13**	**20.5**				**15**	**-**	**11**	**20.5**
Clock Hours Per Week: 27							**Clock Hours Per Week: 26**						

BE (I & II Semester) Scheme - R26 with effect from 2026-27

(Common to ECE, EE (VLSI Design & Technology))

SEMESTER – I							SEMESTER – II						
S. No.	Code	Course	L	T	P	Credits	S. No.	Code	Course	L	T	P	Credits
1	26MTC02	Matrix Theory and Advanced Calculus	3	1	0	4	1	26MTC05	Applied Vector Calculus and Differential Equations	3	1	0	4
2	26CYC05	Engineering Chemistry	3	0	0	3	2	26PYC03	Electromagnetism and Quantum Computing	3	0	0	3
3	26EEC01	Basic Electrical Engineering	3	0	0	3	3	26ECC01	Digital Logic Design	3	0	0	3
4	26CSC01	Problem Solving and Programming using C	3	0	0	3	4	26EGC01	Communicative English	2	0	0	2
5	26ADC01	Artificial Intelligence Foundations and Applications	2	0	0	2							
PRACTICALS							**PRACTICALS**						
6	26CYC06	Engineering Chemistry Lab	0	0	3	1.5	5	26PYC04	Electromagnetism and Quantum Computing	0	0	3	1.5
7	26EEC02	Basic Electrical Engineering Lab	0	0	2	1	6	26MEC03	Engineering Graphics	0	1	3	2.5
8	26CSC02	Problem Solving and Programming using C Lab	0	0	3	1.5	7	26ECC02	Python Programming and Hardware Interfacing Lab	0	0	3	1.5
9	26MEC01	Robotics and Drones Lab	0	1	2	2	8	26MBC02	Community Engagement	0	0	2	1
10	26MEC04	Engineering Workshop and 3D Printing	0	0	3	1.5	9	26EGC02	Communication Skills Lab	0	0	2	1
		Total	**14**	**02**	**13**	**22.5**				**11**	**02**	**13**	**19.5**
Clock Hours Per Week: 29							**Clock Hours Per Week: 26**						

B.TECH (I & II Semester) Scheme - R26 with effect from 2026-27

(Biotechnology)

SEMESTER – I							SEMESTER – II						
S. No.	Code	Course	L	T	P	Credits	S. No.	Code	Course	L	T	P	Credits
1	26MTC03/ 26BTC01	Mathematics-I / Basics of Biology-I	3	1	0	4	1	26MTC06/ 26BTC02	Mathematics-II / Basics of Biology-II	3	1	0	4
2	26CYC01	Applied Chemistry	3	0	0	3	2	26PYC07	Physics	3	0	0	3
3	26EEC01	Basic Electrical Engineering	3	0	0	3	3	26BTC03	Process Principles and Reaction Engineering	3	0	0	3
4	26CSC01	Problem Solving and Programming Using C	3	0	0	3	4	26EGC01	Communicative English	2	0	0	2
5	26ADC01	Artificial Intelligence Foundations and Applications	2	0	0	2							
PRACTICALS							**PRACTICALS**						
6	26CYC02	Applied Chemistry Lab	0	0	3	1.5	5	26PYC10	Physics Lab	0	0	3	1.5
7	26EEC02	Basic Electrical Engineering Lab	0	0	2	1	6	26MEC03	Engineering Graphics	0	1	3	2.5
8	26CSC02	Problem Solving and Programming using C Lab	0	0	3	1.5	7	26CSC38	Python Programming Workshop	0	0	3	1.5
9	26MEC01	Robotics and Drones Lab	0	1	2	2	8	26MEC04	Engineering Workshop and 3D Printing	0	0	3	1.5
10	26MBC02	Community Engagement	0	0	2	1	9	26EGC02	Communication Skills Lab	0	0	2	1
		Total	**14**	**02**	**12**	**22**				**11**	**02**	**14**	**20**
Clock Hours Per Week: 28							**Clock Hours Per Week: 27**						

- In place of 'Mathematics-1 & 2', ' Basics of Biology -1&2' will be introduced for Bio-Tech (BiPC) stream.

The time-table is prepared with the following timings

1st Hour	2nd Hour	3rd Hour	Lunch	4th Hour	5th Hour	6th Hour
09:10-10:10	10:10-11:10	11:15-12:15	12.15-13.00	13:00 14:00	14:00-15:00	15:05-16:05

III. Examination, Assessment and Letter Grades/Grade Points

In assessing the performance of the students in examinations, the approach is to award marks based on the examinations conducted at various stages (CIE and Semester End Examination) in a semester. These marks are converted to letter grades based on absolute grading system to award the grades.

As per the UGC recommendations, the following system will be implemented in awarding the grades and CGPA.

Letter Grades and Grade Points:

The absolute grading mechanism is followed in mapping the letter grades. The marks are converted to grades based on pre-determined class interval. As per the UGC recommendations, a 10-point grading system with the following letter grades is followed. The same is furnished in the following table for theory courses and laboratory/project/seminar courses.

Theory Courses			
Academic Performance	Letter grade	Grade points	Performance
90% ≤ Marks ≤ 100%	S	10	Outstanding
80% ≤ Marks < 90%	A	9	Excellent
70% ≤ Marks < 80%	B	8	Very Good
60% ≤ Marks <70%	C	7	Good
50% ≤ Marks < 60%	D	6	Average
40% ≤ Marks<50%	E	5	Pass
0% ≤ Marks < 40%	F	0	Fail
	Ab	0	Absent

Laboratory/Projects/ Seminars/Internships .			
Academic Performance	Letter grade	Grade points	Performance
90% ≤ Marks ≤ 100%	S	10	Outstanding
80% ≤ Marks < 90%	A	9	Excellent
70% ≤ Marks < 80%	B	8	Very Good
60% ≤ Marks <70%	C	7	Good
50% ≤ Marks < 60%	D	6	Average/Pass
0% ≤ Marks < 50%	F	0	Fail
	Ab	0	Absent

A student obtaining Grade F shall be considered failed and will be required to reappear for the examination. For non-credit courses 'Pass' or 'Fail' shall be indicated instead of the letter grade and this will not be counted for the computation of SGPA/CGPA. For the non-credit courses, the students must have secured 'Pass' for the award of degree along with other requirements.

VI. Computation of SGPA and CGPA

The computations of **SGPA** and **CGPA** are followed as per the UGC guidelines.
The **SGPA** is the ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the number of credits of all the courses undergone by a student in a semester, i.e.

$$\mathbf{SGPA\ (Si) = \Sigma(Ci \times Gi) / \Sigma Ci}$$

Where **Ci** is the number of credits of the ith course and **Gi** is the grade point scored by the student in the ith course

The **CGPA** is also calculated in the same manner taking into account all the courses undergone by a student over all the semesters of a programme, i.e

$$\mathbf{CGPA = \Sigma(Ci \times Si) / \Sigma\ Ci}$$

Where **Si** is the **SGPA** of the ith semester and **Ci** is the total number of credits in that semester. The **SGPA** and **CGPA** shall be rounded off to 2 decimal points and reported in the transcripts.

Grade Sheet: Based on the above guidelines on Letter grades, Grade points and SGPA and CGPA, the institute issues the grade sheet for each semester and a consolidated grade sheet indicating the performance in all semesters.

VII. Assessment Procedures for Awarding Marks

The distribution of marks is based on Continuous Internal Evaluation (CIE) and the Semester End Examination (SEE) shall be as follows:

Course (in terms of credits)	CIE	SEE	Remarks	Duration of Semester End Examination
Three(3) Credits / Four(4) Credits	40	60	Theory Course	3 Hours
Two and Half Credits (2.5)	50	50	Engineering Graphics(1T+3P)	3 Hours
Two(2) Credits	40	60	Theory	3 Hours
One & Half (1.5) Credits	50	50	Workshop	3 Hours
One (1) Credit	50	50	Lab Course	3 Hours
Two (2) Credits/ One (1) Credit /One & Half (1.5) Credits	50	---	Mini Project	---
Two (2) Credits	50	---	Project Part 1	----
Four (4) Credits	100	100	Project Part 2	Viva
One (1) Credit	50	---	Technical Seminar	----
One(1) Credit	50	---	UHV	----
Non- Credit	---	50*	Environmental Science, Indian Constitution	2 Hours

***Pass/Fail**

CIE: Continuous Internal Evaluation (Max. Marks: 40)

S. No.	CIE-40 Marks Distribution			
	Assessment Tools	**No. of tests**	**Description**	**Max. Marks**
1.	Class Tests	02	Average of two tests, each of 20 Marks	20
2.	Assignment / Case study/ Couse end project / Complex Engineering Problem Solving. (should be from BL4 and BL5)	01	10 Marks	10
3.	Slip Tests	02	Average of two slip tests	10

The SEE question paper will contain two parts, Part-A and Part-B. Part- A is for 10 Marks, student should attempt all questions and each question carries 02 Marks. Part-B carries 50 marks with five questions (each Question carries 10 marks) covering all the five units with internal choice. Questions in Part-A and part-B may have subdivision.

In theory subject, a candidate shall score i) 40% marks in Semester End Exam and ii) 40% of marks in Continuous Internal Evaluation and Semester End Exam (CIE+SEE) together, in a particular Course, to be declared as 'PASS' in that Course.

In Practical course, a candidate shall score i) 50% marks in Semester End Exam and ii) 50% of marks in Continuous Internal Evaluation and Semester End Exam (CIE+SEE) together, in a particular subject, to be declared as 'PASS' in that subject.

Note: *Student has to secure minimum 50% of the marks of the courses having only CIE. If student fails to secure 50% of marks, then he/she has to re-register for the course in the subsequent semesters whenever it is offered.*

For non-credit courses also the minimum pass mark is 40% and the students who secure more than or equal to 40% of maximum marks will be awarded with 'PASS' otherwise they will be awarded with 'FAIL'. The students must have secured with 'PASS' in these non-credit courses for the award of degree.

VIII. Duration of the Programmes and Credit Requirements for the award of degree

A student is normally expected to complete the B.E. / B.Tech. Programme in eight (8) Semesters but in any case not more than **Twelve (12) semesters**. Each semester shall normally consist of 90 teaching days (including examination days). The Head of the Department shall ensure that every teacher imparts instruction as per the number of hours specified in the syllabus covering the full content of the syllabus for the course being taught.

A student has to earn the total number of credits specified in the curriculum of the respective Programme of study in order to be eligible to obtain the degree. Credit Requirement for the award of B.E/B.Tech degree is 160 and in the non-credit courses, the student must have secured with 'PASS' grade.

IX. Rules and Regulations of Attendance

1. The Degree of Bachelor of Engineering / Technology will be conferred on a candidate who has pursued a "Regular Course of Study" for Eight Semesters (six semesters for candidates admitted under Lateral Entry scheme) as hereinafter prescribed in the scheme of instruction and has earned the required credits.
2. A regular course of study for eligibility to appear for the B.E/ B.Tech Examination of any Semester shall mean putting in attendance of not less than 75% aggregate in lectures/theory, Practical's, Drawings, Workshops, Project, Seminars, etc.

    a. Attendance of NCC/NSS Camps or Inter collegiate or Inter University or Inter State or International matches or debates or Educational Excursion or such other Inter University activities as approved by the authorities involving journeys outside the city in which the college is situated will not be counted as absence. However, such absence shall not exceed four (4) weeks per semester of the total period of instructions. Such facility should not be availed twice during the course of study.

    b. In any semester of the course if a candidate fails to secure the minimum percentage of attendance, he/she shall not be eligible to appear in the examination of that semester and he/she shall have to enroll himself/ herself to undergo afresh a "Regular Course of Study" of the corresponding semester in subsequent academic session, in order to become eligible to appear for the examination. **The student needs to pay the required tuition fee for that corresponding semester as per institute rules**.

    c. The attendance shall be calculated on the aggregate of the courses/ subjects from the date of commencement of classes / date of readmission in case of detained candidates as per the almanac communicated by the Chaitanya Bharathi Institute of Technology (Autonomous).

    d. Candidates admitted to the first semester through an entrance test and do not have the requisite attendance but have not less than **40% attendance** can seek readmission without once again appearing for the entrance test again in respect of candidates of such courses where the admissions are governed through an entrance test. Candidates of I-Semester who do not have the minimum 40% attendance would lose their seat.

3. In special cases and for sufficient cause shown, the Principal may, on the specific recommendation of the Head of the Department, condone the deficiency in attendance to the extent of 10% on medical grounds subject to submission of medical certificate and payment of condonation fee.

    However, in respect of women candidates who seek condonation of attendance due to pregnancy, the Principal may condone the deficiency in attendance to the extent of 15% (as against 10% condonation for others) on medical grounds subject to submission of medical certificate to this effect. Such condonation shall not be availed twice during the course of study.

4. The fee for condonation of attendance on medical grounds shall be Rs.2, 000.00.

X. Promotion Rules

The following rules are applicable to the students who are taking admission into first year of B.E/B.Tech programme in the academic year 2026-27.

Promotion Rules (for 4 YDC) Regular Students:

S. No.	Promotion	Conditions to be Fulfilled
1	First year first semester to first year second semester	Regular course of study of first year first semester
2	First year second semester to Second year first semester	(i) First year second semester and fulfillment of attendance requirement.
		(ii) A student shall be eligible for promotion to the Third Semester only if they have earned credits equivalent to **25% of the total credits prescribed for the First Year (Semesters I and II combined, rounded to the next nearest integer)** , based on the regular results declared at the end of the Second Semester.
3	Second year first semester to Second year second semester	Regular course of study of second year first semester.
4	Second year second semester to Third year first semester	(i) Regular course of study of second year second semester.
		(ii) A student shall be eligible for promotion to the Fifth Semester only if they have earned credits equivalent **to 25% of the total credits prescribed for the First and Second Years (Semesters** I, II, III **and IV combined, rounded to the next nearest integer),** based on the regular results declared at the end of the Fourth Semester.
5	Third year first semester to Third year second semester	Regular course of study of third year first semester
6	Third year second semester to Fourth year first semester	(i) Regular course of study of third year second semester
		(ii) A student shall be eligible for promotion to the Seventh Semester only if they have earned credits equivalent to **25% of the total credits prescribed for the First, Second and Third Years (Semesters I, II, III, IV, V and VI combined, rounded to the next nearest integer),** based on the regular results declared at the end of the Sixth Semester
7	Fourth year first semester to Fourth year second semester	Regular course of study of Fourth year First Semester

Note:

1. If a candidate has more than permitted number of credits as backlogs, he/she will be detained.
2. The candidate who wishes to take readmission into the year in which he/she is detained have to pay the total tuition fee of that year and all the credits earned during that year shall become null and void

Promotion Rules for (3 YDC) Lateral Entry Scheme:

S. No.	Promotion	Conditions to be fulfilled
1.	Second year first semester to Second year second semester	Regular course of study of second year first semester
2.	Second year second semester to Third year first semester	i) Regular course of study of second year second semester. ii) A student shall be eligible for promotion to the Fifth Semester only if they have earned credits equivalent **to25% of the total credits prescribed for the Second Years (Semesters** III a**nd IV combined, rounded to the next nearest integer),** based on the regular results declared at the end of the Fourth Semester.
3.	Third year first semester to third year second semester	Regular course of study of third year first semester
4.	Third year second semester to fourth year first semester	i) Regular course of study of third year second semester ii) A student shall be eligible for promotion to the Seventh Semester only if they have earned credits equivalent to **25% of the total credits prescribed for the Second and Third Years (Semesters** III, IV,**V and VI combined, rounded to the next nearest integer),** based on the regular results declared at the end of the Sixth Semester.
5.	Fourth year first semester to Fourth year second semester	Regular course of study of Fourth year First Semester

Note:

1. The LES students after securing admission shall pursue a course of study for not less than three academic years and not more than (N+2) years.
2. The LES students shall register for not less than 120 credits with CGPA ≥ 5 from III semester to VIII semester of B.E programme (LES) for the award of B.E degree.
3. The students, who fail to fulfill the requirement for the award of the degree in N+2 academic years from the year of admission, shall forfeit their seat in B.E.
4. The attendance requirements prescribed for B.E (Regular) students are equally applicable to B.E (LES) students.
5. All the other rules as applicable to B.E 4-year degree course (Regular) will hold good for B.E (Lateral Entry) Scheme.

XI. Reappearing/Readmission/Revaluation/Physical Verification of answer scripts

If a student fails in a theory course/lab course, the student has to appear for semester end exam in the subsequent semester for earning the credits for that failed course.

If a student is prevented from writing end semester examination due to lack of attendance, the student has to take re-admission of that particular semester (by paying appropriate tuition fee as prescribed by the institute) when offered next and must attend the classes and fulfill the attendance requirements.

A student can apply for revaluation of the student's semester examination answer paper in a theory course, within two (2) weeks from the declaration of results, on payment of a prescribed fee along with prescribed application.

After the declaration of results, the interested student(s) can go through/evidence their semester end theory examination answer scripts (by paying the prescribed fee) physically on issuing of the notification by the respective authorities.

The student(s) who have failed in the courses for which there is only internal evaluation, such students are required to reappear for the same, when offered next time, by the respective department.

If a student is detained due to non-earning of required credit(s), such student(s) are eligible for re-admission after earning the required number of credits only. Further, if any student is detained due non-earning of required credit(s) and wants to repeat the semester class work, such students are eligible for re-admission in the odd semesters only. Such students are required pay tuition fee as per the institute rules

The student who has failed the course for which there is only CIE, such students required to reappear for the same when offered next time by the respect the department.

XII. Credit framework for online courses through SWAYAM/any other MOOC courses.

Students are permitted to complete online certification courses through MOOCs (Proctored exam only) for academic credit transfer. This may be allowed from I semester to VIII semesters for a maximum of 40% of the credits in each semester, which will be included in the academic credits within the frame work of total credits 160-165. These equivalent courses shall be identified and notified by the respective departments at least 2 weeks before the commencement of the semester. Department shall nominate faculty coordinator to look after the student registration process and update the same to the Director AEC-COE.

The responsibility of earning the credits through online MOOCs courses lies entirely on the respective students. The students who choose to appear for both online and regular semester course work, must fulfill the minimum attendance criteria, and also attend for CIE and SEE as per the rules.

The student who opted for MOOCs online courses has to re-register the same course or its equivalent if he/she could not secure the required credits. Student shall submit an affidavit to the department at the time of registration for online courses and abide by the rules and regulations.

XIII. Internships, Mini Project & Upskill Certification - Duration and Academic Credentials

As per the AICTE Internship Policy Guidelines & Procedures (April 2019), CBIT implements mandatory internships. The following framework is proposed to give academic credits for the internships Mini Project, and Upskill Certifications undergone as part of the B.E/B.Tech program under the regulation R-26.

1. A student has to undergo minimum two internships during the 4 years study of BE / B.Tech degree program. The internship Program may include the activities of Internship-I/NPTEL

certification/Industrial certification and under Internship-II it includes Industrial Internship/Rural Internship/Academic Internship*/Research Internship**

2. Schedule for the internship, minimum requirement regarding Internship, duration and credits are covered in Table-1

**Students can pursue the internships in IISC, IITs, NITs, Central Universities, Reputed Institutions and Research Laboratories*

*** Students can pursue Internship under Sponsored/Consultancy Research Projects in CBIT.*

3. If a student fails to fulfill the internship requirements during summer vacation, then he/she has to carry out in the subsequent semester.

Table 1: Internships, NPTEL Certification and Project Frame work

S.No.	Schedule	Activity		Duration	Credits
1	During III or IV Semester	**NPTEL Certification** ➢ Must be done during III or IV Semester and will be evaluated in IV Semester.		Minimum 2 credits weightage	02
2	During the summer break after IV Semester	**Internship - I / Summer Project / Industry Certification** ➢ Must be done during the summer break after IV Semester, and will be evaluated in V Semester		90 Hrs	02
3	During the summer break after VI Semester and will be evaluated in VII Semester	**Internship - II** **(Industrial Internship / Rural Internship/ Academic Internship/ Research Internship)** ➢ Can be done during the summer break after VI Semester and will be evaluated in VII Semester		120 to 135 hrs	03
4	Mini Project	In-campus	CIE-50 Marks	-	1-2
5	Up-Skill Certification Course –I & II	Approved Courses	CIE-25 Marks	-	1

4. Each Student need to undergo Mini Project(s) of 1-2 credits which covers only CIE of 50 Marks before the completion of 6th Semester which can also be seen in the table 1.
5. Each student is required to complete two Winter Upskill Certifications during the winter vacation. These will be evaluated during the 4th and 6th semesters respectively, with each course carrying 0.5 credits and for CIE of 25 marks.

The internship guidelines, procedures, assessment methods and the templates are provided in ANNEXURE-I

XIV. Activity Points:

1. Apart from technical knowledge and skills, to be successful professionals, students should have excellent soft skills, leadership qualities and team spirit. They should have entrepreneurial capabilities and societal commitment. In order to match these multifarious requirements, every student who is admitted to the 4 years Degree programme is required to earn 100 Activity Points and Lateral entry students are

required to earn 75 Activity Points in addition to the academic grades and given as e-portfolio.

2. For earning the required Activity Points, student has to spend 300-400 hours Activity Programme for Community service and allied activities. 40-45 hours are equivalent to 1 week. The Table-2 shows the Activity points requirements of regular and Lateral Entry students.
3. These points must be earned on the basis of active participation in Co-Curricular and extracurricular activities spanning through all the semesters of study. Every student may choose, as per his/her interest, activities in order to achieve the mandatory points (as per the Table 2.), depending on his/her entry level), before becoming, eligible for award of the Degree. These activity points spread over all the years, as per convenience of the student.

Table 2: Activity Points requirement for the student admitted from 2026-27 onwards

Level entry in Degree Course	**Total Years for Points**	**Activity Points**	
		Min	**Max**
Degree Program			
1st Year Regular	1st to 4thYear	60	100
2nd Year 3rd Semester through Lateral Entry	2nd to 4th Year	45	75

The complete guidelines, procedures for earning the Activity points are provided in ANNEXURE-II

XV. Common Course Committee

A theory course handled by more than one teacher shall have a "Common Course Committee" comprising of all teachers teaching that course and students who have registered for that course. There shall be at least one/two student representatives from each class of that course. One of the teachers shall be nominated as Course Coordinator by the Head of the Department.

The first meeting of the Common Course Committee shall be held within fifteen days from the date of commencement of the semester. The nature and weight-age of the continuous assessments like CIE and syllabus coverage schedules shall be decided in the first meeting, within the framework of the Regulations.

Two or three subsequent meetings in a semester may be held at suitable intervals**.** During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to their respective class. In addition the "Common Course Committee" (without the student representatives) shall meet to ensure uniform evaluation of continuous

assessments after arriving at a common scheme of evaluation for the assessments. Wherever feasible, the common course committee (without the student representatives) shall prepare a common question paper for the continuous internal evaluation.

XVI. Multiple Courses Committee and Overall Monitoring Committee

Course(s) handled by a single teacher, there will be a "Multiple Courses Committee" comprising of all the above teachers and two student representatives from each course. One of the above teachers, nominated by the Head of the Department shall coordinate the activities of this committee. The functions of this committee are similar to that of the common course committee.

In addition, there shall be an overall monitoring committee for each semester of a programme which comprises of the Course Coordinators / Course teachers (as applicable), the Head of Department. This overall monitoring committee shall meet periodically to discuss academic related matters, progress and status of the students of the semester concerned. The overall monitoring committee can invite the students of the semester concerned for any of the committee meetings if necessary.

XVII. Revision of Regulations, Curriculum and Syllabi

The institute may revise from time to time, amend or change the Rules & Regulations, Syllabus and Scheme of examinations after obtaining approval by Academic Council.

XVIII. Eligibility for the award of Degree (Major/Additional Minor/Honor)

A student shall be declared to be eligible for the award of the B.E/B.Tech, provided the student has successfully gained the required number of total credits and other requirements as specified in the curriculum corresponding to the student's programme within the stipulated time.

Successfully completed the course requirements, appeared for the Semester End Examinations and passed all the subjects prescribed in all the eight (8) semesters within a maximum period of six (6) academic years considered from the commencement of the first semester to which the candidate was admitted.

Successfully passed, any additional courses prescribed by the institute whenever readmitted under regulation.

A student will be eligible to get Under Graduate degree with Honors or additional Minor Engineering, if he/she completes an additional **18 credits**. These could be acquired through MOOC'S/ SWAYAM-NPTEL.

The credit requirement for award of the Regular B.E/B.Tech. Degree is 160. A student will be eligible to get Under Graduate Degree with "Honours" or "Additional Minor Engineering", if he/she completes an additional 18 Credits in each case of Honours Degree and Minor Engineering Degree. These could be acquired through MOOCs.

Honors: In addition to their primary Program (B.E/B.Tech.), an Engineering Student has the opportunity to award with 'Honors' Degree.

(i) By opting for 'Honors', the student shall earn at least Eighteen (18) additional Credits of Professional Courses.
(ii) These additional Eighteen (18) Credit Courses shall not be part of the regular Curriculum. Eligibility:
(iii) "Honors" open to all current Engineering/ Technology Undergraduates who have taken admission under AICTE Model Curriculum i.e., for the Students who have taken admission on or after 2026-27 Academic Year.
(iv) Award of an "Honors" Degree is subject to the following conditions:
   a. The Student has to earn at least Eighteen (18) additional Credits.
   b. Earning of these additional credits shall be through MOOCs/NPTEL/any other on-line Courses, which are approved by the respective BoS.
   c. Eighteen (18) Credits respective Engineering discipline Courses.
   d. The list of Courses is subject to the approval of respective BoS.
   e. A Student must ensure that the Student shall earn these additional Credits before the completion of the regular Course.
   f. It is the Student's responsibility for registering the Courses through ONLINE and the required Registration Fee shall be borne by the respective Student.

Additional Minor Engineering:

In addition to their primary Program (B.E/B.Tech.), an Engineering Student has the opportunity to study one 'Additional Minor Engineering', and the interesting areas are listed below. This list is prepared based on the information provided by AICTE Model Curriculum.

'Additional Minor Engineering' allows a Student to gain interdisciplinary experience and exposure to concepts and perspectives which may not be a part of their regular Degree Program, thus widening their understanding of the Engineering Profession.

Upon completion of an "Additional Minor Engineering", a Student shall be better equipped to perform interdisciplinary research.

Eligibility:

"Additional Minor Engineering" is open to all current Engineering/Technology Undergraduates who have taken admission under AICTE Model Curriculum i.e., for the Students who have taken admission on or after 2026-27.

Award of an "Additional Minor Engineering" Degree is subject to the following conditions:

a) The Student must earn at least Eighteen (18) additional Credits.
b) Earning of these additional credits shall be through MOOCs/NPTEL/any other on-line Courses, which are approved by the respective BoS.
c) The list of Courses is subject to the approval of respective BoS.
d) These additional Eighteen (18) Credit Courses shall not be part of the regular Curriculum.
e) A student must ensure that he/she shall earn the required Credits for the award of respective "Additional Minor Engineering" Degree, before the completion of the regular Course.
f) It is the Student's responsibility for registering the Courses through ONLINE and the required Registration Fee shall be borne by the respective Student.

Other information:

i. Students shall obtain approval(s) from their parent Department and Principal before opting for "Additional Minor Engineering" or "Honors".
ii. A Student is eligible to opt either for "Honors" or "Additional Minor Engineering".
iii. A student is not eligible to opt for both the said Degrees.

The eligibility is based on BE/B.Tech-I Year CGPA:

i. CGPA required for Additional Minor Degree: 7.0
ii. CGPA required for Honors Degree: 7.5

No disciplinary action pending against the student.
The award of Degree must have been approved by the University.

XIX. Improvement of overall score

A candidate who wishes to improve his/her overall score may do so within one academic year immediately after having passed all the examinations of the B.E/B.Tech degree course by reappearing to all courses/subjects of any one semester as prescribed by the syllabus and curriculum.

XX. Award of Division

CGPA	DIVISION
7.5 and above	First Class with distinction
6.5 and less than 7.5	First Class
5.0 and less than 6.5	Second Class
4.0 and less than 5.0	Pass

XXI. Award of Gold Medal

A student securing highest CGPA in single attempt is eligible for award of Gold Medal in the course of B.E/B.Tech for each specialization/Branch.

XXII. Additional rules for lateral entry students

These are applicable to the students who are admitted directly through ECET to the III semester of BE/B.Tech programme from the academic year 2023-2024. These students are admitted as per the rules governed by Telangana State government. These students are waived with all the courses of I-semester and II-Semester curriculum of regular eight semesters B.E/B.Tech programme. All the rules except the **promotion rules** and **credit requirement for the award of degree** are same as that of eight semesters B.E/B.Tech programme under CBCS. However, the students need to undergo two (2) bridge courses and are furnished below:

1. Problem Solving and Programming using C Lab (Lab Course)
2. Communication Skills Lab (Lab Course)

The above said course(s) will be offered by the respective departments of the institute and they are mandatory for every student. The students need to secure at least 'D' grade in all the above two (2) courses. The grades secured in these courses shall not be considered for dropping any elective/core course or in the process of award of degree. It is a pre requisite for the award of Degree for securing at least “D" grade in all the above said bridge courses.

Credit requirement for the award of degree for lateral entry students: 118

Annexure (Industrial Training / Internship, Guide lines for earning internship credits and Activity points)

All the rules and regulations, specified herein after shall be read as whole for the purpose of interpretation and when a doubt arises, the interpretation of the Chairman, Academic Council, Chaitanya Bharathi Institute of Technology (Autonomous) is final. As per the requirements of the Statutory Bodies, Principal, Chaitanya Bharathi Institute of Technology (Autonomous), shall be **-** the Chairman of the College Academic Council.

ANNEXURE-I

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (A), HYDERABAD-75
MANDATORY INTERNSHIP PROGRAM(R-26)

I. Objectives

According to AICTE "Internship Policy Guidelines & Procedures (April 2019)", CBIT Implements mandatory internships from the Academic Year 2024-25 with the following objectives:

- Exposing the students to the industrial environment
- Provide possible opportunities to learn, make them to understand and sharpen them to the real time technical/managerial skills required at the job
- Expose with the current technological developments relevant to program domain
- Create conditions conducive to quest for knowledge and applicability in job
- Apply technical knowledge to real world industrial situations
- Gain experience in technical reports/projects
- Understand Engineer's responsibilities and ethics
- Familiarize with various materials, processes, products and quality control
- Promote academic, professional and / or personal developments
- Provide interaction future employers, make students aware of with the conditions of rural or socially deprived brothers & sisters through Rural /Social Internship
- Making the students to come up with innovative solutions leading to positive impact
- Provide opportunity to understand the social, economic and administrative considerations that influence the working environment of industrial organizations and psychology of the workers and their habits, attitudes and approach to problem solving

Accordingly, CBIT shall be implementing the internship program as mandatory for the students who have taken admission from 2026-27 on wards (Regulation R-26)

II. Internship Credit Framework

For the implementation of mandatory internships the following academic credit framework is defined:

1. A student has to undergo minimum two internships during the 4 years study of BE / B.Tech degree program. The internship Program include the activities of Internship-I/NPTEL certification/Industrial certification, and under Internship-II it includes Industrial Internship/Rural Internship/Academic Internship*/Research Internship** .Schedule for the internship, minimum requirement regarding Internship, duration and credits are covered in Table-1

   * Students can pursue the internships in IISC, IITs, NITs, Central Universities, Reputed Institutions and Research Laboratories

   ** Students can pursue Internship under Sponsored/Consultancy Research Projects in CBIT.
2. If a student fails to fulfill the internship requirements during summer vacation, then he/she has to carry out in the subsequent semester.

3. Each Student need to undergo Mini Project(s) of 1-2 credits which covers only CIE of 50 Marks before the completion of 6th Semester which can also be seen in the table 1.
4. Each student is required to complete two Winter Upskill Certifications during the winter vacation. These will be evaluated during the 4th and 6th semesters respectively, with each course carrying 0.5 credits and for CIE of 25 marks.

Table 1: Internships, NPTEL Certification and Project Frame work

S.No.	Schedule	Activity		Duration	Credits
1	During III or IV Semester	**NPTEL Certification** ➢ Must be done during III or IV Semester and will be evaluated in IV Semester.		Minimum 2 credits weightage	02
2	During the summer break after IV Semester	**Internship - I / Summer Project / Industry Certification** ➢ Must be done during the summer break after IV Semester, and will be evaluated in V Semester		90 Hrs	02
3	During the summer break after VI Semester and will be evaluated in VII Semester	**Internship - II (Industrial Internship / Rural Internship/ Academic Internship/ Research Internship)** ➢ Can be done during the summer break after VI Semester and will be evaluated in VII Semester		120 to 135 hrs	03
4	Mini Project	In-campus	CIE-50 Marks	-	1-2
5	Upskill Certification Course –I & II	Approved Courses	CIE-25 Marks	-	1

III. Implementation Guidelines

Career Development Center (CDC) shall arrange internship for the students in industries/organization after second, fourth and sixth semester(s). CDC guides the students to use AICTE internship Portal for arranging and managing internships. Students are allowed to register for internship through either AICTE Portal or Institute defined registration framework.

Process to be followed by the students for carrying out internships:

1. Students may apply for internships through the AICTE Portal or through CDC of the institute by filling the application form IAP-101.
2. Industry shall scrutinize the students based on their criteria and communicate a provisional offer or confirmation letter to the student.
3. If students apply through CDC, then CDC shall nominate the students for various opportunities accordingly by issuing NOC (IAP-104).
4. The respective head of the department shall assign a faculty mentor.
5. Student shall undergo internship/industrial training at the concerned Industry/Organization by submitting the form, IAP-103.
6. During the internship, Faculty Mentor will evaluate the performance of students twice either by visiting the Industry/Organization or through obtaining periodic reports from students.

7. Student shall submit internship report to the industry/organization at the end of internship program.
8. On successful completion of the Internship, Industry/Organization shall issue Internship Certificate to the students
9. All the students should maintain discipline, professional ethics and follow the health and safety precautions during internship.

IV. RECORDS/REPORTS TO BE MAINTAINED BY THE STUDENT:

Students need to maintain Daily Diary/Log and submit a report at the end of the internship.

a) Student's Diary/Daily Log: The purpose of writing diary is to cultivate the habit of documenting and to encourage the students to search details which may develops thought process and reasoning abilities. The students should record the observations, impressions, information gathered and suggestions given, if any. It should contain the sketches & drawings related to the observations made by the students. Students shall be ready to show the diary to the Industry supervisor or the Faculty Mentor at any point of time. Failing to produce the same, Intern may be debarred for the remaining period of his/her internship. Daily diary needs to be submitted to Faculty Mentor at the end of Internship along with the attendance record and an evaluation sheet duly signed and stamped by the industry. Daily diary is evaluated on the basis of the following criteria:

- Regularity in maintenance of the diary/log Adequacy and quality of information recorded Drawing, sketches, and data recorded.
- Thought process and recording techniques used
- Organization of the information

b) Internship Report: At the end of the internship, each student should prepare a comprehensive report to indicate what he/she observed and learned in the training/internship period. For this preparation student may take the help of Industry supervisor/Faculty Mentor and may use the daily diary. It should be signed by the internship supervisor. The report will be evaluated by the Industry Supervisor on the basis of the following criteria:

- Originality
- Adequacy and purposeful write-up
- Organization, format, drawings, sketches, style, language etc.
- Variety and relevance of learning experience
- Practical applications, relationships with basic theory and concepts taught in the course

V. Evaluation of Internship:

The industrial training/internship of the students will be evaluated in three stages:

a) Evaluation by the Industry (in the scale of 1 to 10 where 1-Unsatisfactory; 10-Excellent)
b) Evaluation by faculty Mentor on the basis of site visit(s) or periodic communication (15 marks)
c) Evaluation through seminar presentation/Viva-Voce at the Institute(This can be reflected through marks assigned by Faculty Mentor (25 marks))

Evaluation through Seminar presentation/Viva-Voce at the institute:

Students shall give a seminar before an E*xpert Committee* constituted by college (Director, HoD/Senior faculty, mentor and faculty expert from the same department) based on his/her training/internship carried out. The evaluation will be based on the following criteria:

- Quality of content presented
- Proper planning for presentation
- Effectiveness of presentation
- Depth of knowledge and skills
- Attendance record, daily diary, departmental reports shall be analyzed along with the internship Report

Monitoring/ Surprise Visits: During the internship program, the faculty mentor makes a surprise visit to the internship site, to check the student's presence physically. If the student is found to be absent without prior intimation to the concerned industry, entire training/internship may be canceled. Students should inform through email to the faculty mentor as well as the industry supervisor at least one day prior to avail leave. A student is eligible to avail 1-day leave in 4 weeks and 2 days in 6 weeks of the internship period apart from holidays and weekly offs.

ANNEXURE-II

MANDATORY ACTIVITY POINTS

ACTIVITY POINTS:

1. Apart from technical knowledge and skills, to be successful professionals, students should have excellent *soft skills, leadership qualities* and *team spirit along with entrepreneurial* capabilities and societal commitment. In order to match these multifarious requirements, every student who is admitted to the 4 years Degree program is required the activity points
2. To earn the required activity points, student has to spend 300-400 hours on Community service and allied activities. 40-45 hours are equivalent to 1 week.
3. Activities will be coordinated by NSS/NCC/Sports/SAGY Coordinator or CDC of the Institute. The student will be provided a certificate from the concerned coordinator and Institutional Head.
4. Every student is required to prepare a file containing documentary proofs of activities, done by him/her. This file will be duly verified by the concerned evaluator.
5. The student should earn at least 60/45 Activity Points before he/she appears for his/her Final Examinations. The Activity points will be reflected in the Marks sheet under **e-portfolio.**
   Activity points earned by the Lateral Entry students will be multiplied by a factor of **1.33**
6. The Activity Points earned by the student will be reflected on the students' transcript and no effect on SPI/CPI/CGPA etc.
7. If a student completes any long term activity under Rural Internship Program, it will be counted as Internship Activity and Credit requirement for the Internship is fulfilled
8. Activity points must be earned on the basis of active participation in co-curricular and extracurricular activities through all semesters of study and students may choose a particular activity as per their interest as shown in Table 2.

Table 2: Activity Points requirement for the student admitted after 2020-21

Level entry in Degree Course	**Total Years for Points**	**Activity Points**	
		Min.	**Max.**
4 year BE/B.Tech	1st to 4th Year	60	100
3 years BE/B.Tech(Lateral Entry students)	2nd to 4th Year	45	75

Guidelines for the students:

- Every student shall participate in the activities and produce documentary evidences to the designated faculty members appointed by the HoD/Principal
- Students should earn the required points before appearing for the final examinations

- The Final examinations result of the student will be withheld until the he/she earns the minimum Activity Points by the end of his/her BE/B.Tech program
- Every semester, students have to prepare a file containing documentary proofs of activities. The assigned faculty member will verify and award points at the end of every semester.
- A three member committee formed by the institute will finalize the Activity Points for each student before entering the points into the online portal

Table 3: List of Activity Heads and points

S.No	**Name of the Activity(**Activities performed other than academic requirement)		Points	Max. Points Allowed
1	MOOCs (SWAYAM/NPTEL/Spoken Tutorial /Coursera / or equivalent) per Course		20	40
2	Technical Fest/ Research Day/Fresher's Welcome Organizer *Workshop*/Conference/Hackathons etc.	Organizer	5	10
		Participant	3	6
3	Rural Reporting /Case study		5	10
4	Harithaharam /plantation		1	5
5	Participation in Relief camps		20	40
6	Participation in Debate/Group Discussion/Technical Quiz		10	20
7	Publication in News Paper, Magazines at institution level (Magazine / article/ internet)		10	20
8	Publication in News Paper, Magazine & Blogs		10	20
9	Research Publication (per publication)		10	20
10	Innovation Projects (other than course requirements)		20	40
11	Participation in Blood donation /NSS or NCC activities		5	10
12	Organization of Blood donation/NSS activities		10	20
13	Participation in Sports/Games	College level	5	10
		University level	10	20
		Region level	12	24
		State level	15	30
		National level	20	20
14	Cultural Program (Dance, Drama, Elocution, Music etc.)		5	10
15	Member of Professional Society		5	10
16	Student Chapter /Cubs		5	10
17	Relevant Industry Visit & Report		10	20
18	Photography activities in different Clubs (Photography club, Cine club)		5	10
19	Participation in Yoga camp		5	10
20	Self-Entrepreneurship Program		20	20
21	Adventure sports with Certification		10	20
22	Training to under privileged/ physically challenged		10	20
23	Community Service & Allied Activities		10	20
24	Class Representative		5	10

Note: *The above list may be modified to include additional activities as per the inputs of stakeholders*

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY

(AUTONOMOUS), HYDERABAD-75

Record of Activities for Mandatory Additional Requirements

Name of the student:								**Department:**				
Roll number:												

Sno	**Activity**	**Points**	**Max. points**	**Points Earned**								
				I	**II**	**III**	**IV**	**V**	**VI**	**VII**	**VIII**	**Total**
1	MOOCs(SWAYAM/ NPTEL/ COURSERA/or equivalent)											
	12 weeks	20	40									
	8 weeks	16										
2	Tech Fest/ R&D Day/Fresher's party/conference/ Hackathons Workshop etc.											
	Organizer	05	10									
	Participant	03	06									
3	Rural Reporting	05	10									
4	Harithaharam /plantation	01	05									
5	Participation in Relief camps	20	40									
6	Participation in Debate/ Group Discussion/ Technical Quiz	10	20									
7	Publication in News Paper, Magazines at institution level (Magazine/article/internet)											
	Editor	10	20									
	Writer	05	10									
8	Publication in News Paper, Magazine & Blogs	10	20									
9	Research Publication (per publication)	10	20									
10	Innovation Projects (other than course requirements)	20	40									
11	Blood donation /NSS or NCC participation	05	10									
12	Blood donation/NSS camp organization	10	20									
13	Participation in Sports/Games											
	College level	05	10									
	University level	10	20									
	Region level	12	24									
	State level	15	30									
	National level	20	20									
14	Cultural Programme (Dance, Drama, Elocution, Music etc.)	05	10									
15	Member of Professional Society	05	10									

16	Student Chapter /Cubs	05	10									
17	Relevant Industry Visit & Report	10	20									
18	Photography activities in different Clubs (Photography club, Cine club)	05	10									
19	Participation in Yoga camp	05	10									
20	Self-Entrepreneurship Program	20	20									
21	Adventure sports with Certification	10	20									
22	Training to under privileged Physically challenged	10	20									
23	Community Service & Allied Activities	10	20									
24	Class Representative	05	10									
Total points												
Signature of the Mentor												
Signature of HoD												

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS), HYDERABAD-75

STUDENT INTERNSHIP PROGRAM APPLICATION FORM (IAP-101)

Date:

Academic Year:

Student Name			
Roll No.		Program Type	UG / PG (Tick One)
Discipline			
Email ID		Student Contact No.	
Current Overall CGPA		Current Semester	
Faculty Mentor Name		Mentor's Designation	
Mentor's Email ID		Mentor's Contact No.	
Internship Preferences			
Preference	Industry Sector	Location	Dream Company / Institution
Preference-1			
Preference-2			
Preference-3			

Faculty Signature: Date: Place:

(This Signature confirms that the student has attended the internship orientation and has met all paperwork and process requirements to participate in the internship program and has received approval for internship from his/her Advisor).

Student Signature: Date: Place:

(This Signature confirms that the student agrees to the terms, conditions, and requirements of the Internship Program.)

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS), HYDERABAD-75

REQUEST LETTER (IAP-102)

Date: DD/MM/YYYY

To,
The General Manager (HR)
. . . . . .
. . . . . .

Subject: Request for 04/06/_Weeks of Internship for BE/B.Tech (<Specialization>) Programme students.

Dear Sir,

Our students have undergone internship training in your esteemed Organization in the previous years. We acknowledge the help and the support extended to our students during training in previous years.

OR (For the 1st time Industry)

You must be aware that AICTE has said made internship mandatory for all technical education students.

In view of the above, I request your good self to allow our following students for practical training in your esteemed organization. Kindly accord your permission and give at least one week time for students to join training after confirmation.

S. No	Name	Roll No.	Year	Discipline	CGPA

A line of confirmation will be highly appreciated.

With warm regards,

Training & Placement Officer, CBIT, Hyderabad
Email ID:
Contact No:

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY (AUTONOMOUS)
HYDERABAD-75
INTERNSHIP SYNOPSIS (IAP-103)

(**This agreement is written by the student in consultation with the faculty Mentor and Industrial Supervisor.** It shall serve to clarify the educational purpose of the internship and to ensure an understanding of the total learning experience among the principal parties involved)

PART – I: Contact Information			
Student Name Roll No.			
Email ID		Contact No.	
Institute Name			
Faculty Mentor Name			
Designation Email ID		Contact No.	
Industry Supervisor Name			
Designation Email ID Industry Sector		Contact No.	
Organization Name			
Postal Address			
PART II: Internship Objectives / Learning Activities			
What do you intend to learn, acquire and clarify through this internship? Try to use concrete, measurable terms in listing your learning objectives under each of the following categories.			
Knowledge and Understanding		Skills	
Learning Activities	How will your internship activities enable you to acquire the knowledge/understanding and skills you listed above?		
On the Job Activities	Describe how your internship activities will enable you to meet your learning objectives include projects, research writing, conversations etc. which you will do while working		
Training / Mentoring Activities	How your technical knowledge can be applied at the site of the Internship? How you can create value through mentoring/help people learn new things.		
Off the Job	List reading, writing, contact with faculty supervisor, field trips, observations, etc., you will make and carry out which will help you meet your learning objectives		
PART – III: Expected **Field of Internship** (Prepare after consultation with Industry)			
Brief description of the Project/ Internship topic along with title.			

PART – IV: Evaluation
Industry Supervisor will provide following two details to the Faculty Mentor at the end of the Internship. • **Total duration of the Internship (in hours) :** • **overall Marks obtained (out of 10) :**
PART – IV: Agreement
This agreement may be terminated or amended by student, faculty, coordinator or work supervisor at any time upon written notice, which is received and agreed to by the two parties

Student Name		Date		Signature	
Faculty Mentor Name		Date		Signature	
Industry Supervisor Name		Date		Signature	

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS), HYDERABAD-75

RELIEVING LETTER OF THE STUDENT (IAP-104)

Date: xx-yy-20zz

To,
Manager,
HR Department,
xxxxx
yyyyy

Sub: Relieving letter to the below mentioned students of <XX> Semester <Program>, CBIT - Reg.

Dear Sir,

Kindly refer your /Email dated: < ***date*** > on the above cited subject. As permitted by your good self, the following students will undergo Industrial Internship in your esteemed organization under your guidance & directions.

S. No	Name of the student	Roll number	Branch	Faculty/Mentor Name	Faculty Mentor email ID

The training being an essential part of the curriculum, the following guidelines have been prescribed in the curriculum for the training. You are therefore, requested to please issue the following guidelines to the concerned manager/Industrial Supervisor.

1. Internship schedule may be prepared and a copy of the same may be sent to us
2. Each student is required to maintain Internship diary and report.
3. kindly check the Internship diary of the student frequently
4. Issue instruction regarding working hours during training and maintenance of the attendance record

You are requested to evaluate the student's performance on the scale of 1 to 10 where 1indicates **Unsatisfactory** and 10-indicates **Excellent** Performance and any value in between holds meaning accordingly.

The performance report of the student (as shown below) must be forwarded to the Faculty Mentor of the student, on completion of training in sealed envelope or to the above-mentioned email ID of the Faculty Mentor. Performance Report should preferably be printed with Organization Header.

PERFORMANCE REPORT OF STUDENT				
Name of the Student				
Total Hours Devoted for Internship				
Marks obtained (out of 10)				
	SNo	Criteria		Marks (110)
	a.	Attendance and general		
	b.	Relation with workers & supervisor		
	c.	Initiative and efforts in learning		
	d.	Knowledge and skills impr ovement		
	e.	Contribution to the organization		
Average marks				
Date			Place	
Industry Supervisor name			Signature	

Your efforts in this regard will positively enhance knowledge and practical skills of the students, your cooperation will be highly appreciated, and we shall fell obliged.

The students will abide by the rules and regulation of the organization and will maintain a proper discipline with keen interest during their Internship. The students will report to you on dated. XX-YY-ZZZZ, along with a copy of this letter.

Yours

Sincerely, Head, Dept. of

xxx.

CBIT

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS), HYDERABAD-75

STUDENT DAILY DIARY / DAILY LOG (IAP-105)

Date		Time of arrival		Time of Departure	
Dept. / Division		Project Title			
Main points of the day (Include Figures. If any)					

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS), HYDERABAD-75
FEEDBACK ABOUT THE INTERN BY THE INDUSTRY (IAP-106)

FEEDBACK ABOUT THE INTERN BY THE INDUSTRY		
Student Name		Roll No.
Institute Name		
Internship Project Title		
Industry Project Title		
Industry Supervisor Name		Organization Name
Internship from [start Date]		[End Date]

Parameter	Needs improvement	Satisfactory	Good	Excellent
Behaviors				
Performs in a dependable manner				
Cooperates with co-workers and supervisors				
Shows interest in work				
Learns quickly				
Shows initiative				
Produces high quality work				
Accepts criticism				
Demonstrates organization skills				
Uses technical knowledge and expertise				
Shows good judgment				
Demonstrates creativity / originality				
Analyzes problems effectively				
Is self-reliant				
Communicates well				
Writes effectively				
Has a professional attitude				
Gives a professional appearance				
Is punctual				
Uses time effectively				
Overall Grade				

Industry Supervisor's Name: Signature with date:

CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY
(AUTONOMOUS), HYDERABAD-75

STUDEN FEEDBACK (IAP-107)

Student Name				Roll No.	
Faculty Mentor Name			Faculty's Designation		
Internship Project Title					
Organization Name					
Internship start date			Internship end date		
Brief description of the internship work					
Was your internship experience related to your major area of study			Yes, to a large degree	Yes, to a slight degree	Not related
This experience has	Strongly Agree	Agree	No opinion	Disagree	Strongly Disagree
Given the opportunity to explore a career field					
Allowed me to apply classroom theory to practice					
Helped me develop my decision-making and problem-solving skills					
Expanded my knowledge about the work world prior to permanent employment					
Helped me develop my written and oral communication sills					
Provided a chance to use leadership skills (influence others, develop ideas with others, stimulate decision-making and action)					
Expanded my sensitivity to the ethical implications of the work involved					
Made it possible for me to be more confident in new situations					
Given me a chance to improve my interpersonal skills					

Helped me learn to handle responsibility and use my time wisely					
Helped me develop new interest and abilities					
Helped me clarify my career goals					
Provided me with contacts which may lead to future employment					
Allowed me to acquired and/ or use equipment/not available at my institute					

In the institute internship program, faculty members are expected to be mentors for students. Do you feel that your faculty coordinator served such a function? Why or why not?
How well were you able to accomplish the initial goals, tasks and new skills that were set down in your learning contract? In such ways were you able to take a new direction or expand beyond your contract? Why were some goals not accomplished adequately?
In what areas you must develop and improve?
What has been the most significant accomplishment or satisfying moment of your internship?
What did you dislike about the internship?
Considering your overall experience, how would you rate this internship? (Tick One)

Satisfactory	Good	Excellent

Give suggestions as to how your internship experience could have improved

Student Name		Signature	

Give suggestions as to how your internship experience could have been improved. (Could you have handled added responsibility? Would you have liked more discussions with your professor concerning your internship? Was closer supervision needed? Was more of an orientation required?)

STUDENT EVALUATION SUMMARY (IAP-108)

1. Name of the student:
2. Phone No:
3. Roll No.:
4. Name of the Program:
5. Semester :
6. Email ID:
7. Period of Training:
8. Name of the training organization:
9. Address of the Training site:
10. Name and Designation of the Training in-charge:
11. Type of work:
12. Date of evaluation:
    a) Attendance percentage:
    b) Mentor Evaluation(out of 15):
    c) Evaluation of the Industry(out of 10):
    d) Committee Evaluation(out of 25):
    e) Overall Marks(out of 50):

Signature of the faculty member **Signature of the Head with date & stamp**

INTERNSHIP COMMITTEE EVALUATION REPORT (IAP-109)

Name of the Department: **Program:**

Academic Year: **Class & Semester:**

S.No	**Roll number**	**Name of the student**	**Marks to be awarded**			**Overall marks**
			Presentation (10)	**Report (10)**	**Viva-Voce(5)**	

STUDENT ATTENDANCE SHEET (AP-110)

Name of the student	
Roll No.	
Name of the Program	
Date of Commencement of Internship	
Date of Completion of Internship	
Organization Name	

Month & Year	**1**	**2**	**3**	**4**	**5**	**6**	**7**	**8**	**9**	**10**	**11**	**12**	**13**	**14**	**15**	**16**	**17**	**18**	**19**	**20**	**21**	**22**	**23**	**24**	**25**	**26**	**27**	**28**	**29**	**30**	**31**

Note: Signature of Company Internship supervisor with company stamp/seal

Industry Supervisor Signature:
Industry Supervisor Name:
Email ID:



CHAITANYA BHARATHI INSTITUTE OF TECHNOLOGY

(Autonomous and Affiliated to Osmania University, Six UG Programs Accredited by NBA, Accredited by NAAC with 'A++' Grade, ISO 9001:2015 Certified Institution)

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