

RULES & REGULATIONS

for

M.E./M.Tech. PROGRAMMES

(Full-Time & CEEP)



Estd.1917

UNIVERSITY COLLEGE OF ENGINEERING

(Autonomous)

Osmania University, Hyderabad – 500 007

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(With effect from the Academic Year 2022 - 2023)

M.E./M.TECH. PROGRAMMES

(Full-Time &CEEP)

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S.No.	CONTENTS	Page Nos.
1.	Eligibility for Admission	3
2.	How to Apply	3
3.	Admission	4
4.	Programmes and Duration	4
5.	Course Requirements	5
6.	Scheme of Instruction and Examination	6
7.	Dissertation Evaluation Process	8
8.	Award of Degree	11
9.	Guidelines for Preparing M.E./M.Tech. Dissertation	15
10.	Annexure-I: Format of M.E./M.Tech. Dissertation	18
11	Annexure-II: M.E./M.Tech. Dissertation Phase - I Evaluation	19
12.	Annexure-III: M.E./M.Tech. Dissertation Phase - II Progress Seminar Evaluation	20
13.	Annexure-IV: M.E./M.Tech. Dissertation Phase - II Internal Viva-Voce Examination Report	21
14.	Annexure-V: M.E./M.Tech. Dissertation Phase - II Final Viva-Voce Report	23

Rules and Regulations

M.E./M.Tech. Programmes in Engineering (Full-Time & CEEP)

(Applicable to the students admitted from the Academic Year 2022-2023 onwards)

Notes:

- 1) All the rules and regulations, hereinafter specified shall be read as a whole for the purpose of interpretation.
- 2) Unless and otherwise stated, all the rules and regulations documented here are also applicable to CEEP Programmes.

1. ELIGIBILITY FOR ADMISSION*

An applicant for admission to the M.E./M.Tech. Programme shall have one of the following qualifications:

- 1.1. A Bachelor's degree in Engineering/Technology of Osmania University.
- 1.2. AMIE Degree or similar qualifications recognized by the UPSC as equivalent to B.E./B.Tech.
- 1.3. Any other qualification which is recognized as equivalent to the Bachelor's Degree in Engineering/Technology of Osmania University.
- 1.4. For M.Tech. (Computer Science and Engineering), Master's Degree holders in Physics, Statistics, Mathematics, or Applied Mathematics, Applied Statistics, Applied Physics, Geophysics and Computer Applications are also eligible. However, all candidates should have valid GATE score in CSE / IT only or any other entrance test conducted by the competent authority.
- 1.5. For M.E.(BME) programme with specialization in Medical Devices, candidates with:
 - i) B.E./B.Tech. in Biomedical Engineering/Biomedical & Instrumentation Engineering/EIE/ECE/Biotechnology/Medical Electronics.
 - ii) M.Sc. (Electronics/Medical Electronics/Applied Electronics/Physics/Medical Physics/Bio-Physics/Bio-informatics/Biomedical Informatics/Biotechnology).
- 1.6. For M.E. (EE) programme with specialization in Power Electronics & Systems, candidates with B.E./B.Tech in Instrumentation / Electrical Engineering / Electrical and Electronics Engineering / Electronics and Instrumentation Engineering are eligible.
- 1.8. The candidates will be admitted strictly in accordance with the merit secured at the Entrance Examination conducted by the Government of Telangana, keeping in view the rules in force regarding the reservations of seats to various categories of candidates.

* Subject to review from time to time as per the directives of competent authority.

2. HOW TO APPLY

A candidate seeking admission into the M.E./M.Tech. Programme shall apply in the prescribed form as per the notification issued by Convener, PGECET (on behalf of TSCHE) every academic year. For CEEP programmes the candidate will have to apply in the prescribed form as per the notification issued by Convener, CEEP admissions (Director, CEEP) every academic year.

3. ADMISSION

- 3.1 The Convener, PGECET appointed by TSCHE will conduct the counseling for admission to PG programmes based on GATE score.
- 3.2 After exhausting the eligible GATE qualified candidates, remaining seats will be filled with Non-GATE candidates based on the merit at the Entrance Test conducted by the Convener, PGECET (on behalf of TSCHE).
- 3.3 No full time employee shall be admitted to the M.E./M.Tech. Course unless he/she shows proof of having taken leave for the period of the course.
- 3.4 Admission to CEEP programmes will be based on Rank obtained at the entrance test conducted by Osmania University.
- 3.5 All admissions for both for Full time and CEEP programmes are subject to Reservation rules in force from time to time.
- 3.6 For admission to the CEEP programme, the candidate shall have at least one year of experience in the relevant profession after obtaining the qualifying degree.
- 3.7 A candidate for admission to the CEEP programme shall submit a letter from the present employer permitting him/her to attend the programme.
- 3.8 Admission of sponsored candidates shall be subject to the following conditions:
 - a) Apart from eligibility conditions specified in section 1, the candidate must have qualified in the GATE examination or PGECET examination.
 - b) The application for admission has to be duly recommended by the sponsoring agency and forwarded to the Osmania University. The sponsoring agency should be a Government Establishment or a Public Sector Undertaking or a reputed Private Undertaking.
 - c) Admissions will be based on GATE score and after exhausting GATE qualified candidates, PGECET qualified candidates are considered for admission.
 - d) Candidate should be a permanent employee of the sponsoring agency with a minimum of two year of post qualification experience.
 - e) The sponsoring agency shall grant him/her leave for pursuing the course.
 - f) Candidates working on research projects under various schemes are also eligible to be considered for sponsored seats subject to fulfillment of conditions (3.8 - a to e).

4. PROGRAMMES AND DURATION

- 4.1 The following Departments are offering P.G. Programmes:
 - (i) Civil Engineering (Full- Time and CEEP)
 - (ii) Mechanical Engineering (Full - Time and CEEP)
 - (iii) Electrical Engineering (Full - Time and CEEP)
 - (iv) Electronics and Communication Engineering (Full - Time and CEEP)

- (v) Bio-Medical Engineering (Full-Time and CEEP)
- (vi) Computer Science and Engineering (Full - Time and CEEP)
- (vii) Mining Engineering (Full – Time and CEEP)

Note: (a) More than one specialization may be offered in each of the above departments in with some of them being self-finance programmes.

(b) The PG programmes offered under the CEEP are self finance mode.

- 4.2 The duration of M.E. / M.Tech. (Full – Time) Programme is 4 semesters. The total period of study for the purpose of drawing the scholarship amount (if eligible) shall not exceed 24 months. Each semester shall have 16 weeks of instruction.
- 4.3 The duration M.E./M.Tech. programme offered by the CEEP is 6 semesters shall have similar course work and Dissertation work.
- 4.4 The M.E./M.Tech. Programme offered by the Institute in Full-Time and CEEP shall have the same standard and weightage.
- 4.5 All rules as applicable to the M.E./M.Tech. Full time students shall also be applicable to the M.E./M.Tech CEEP students.

5. COURSE REQUIREMENTS

- 5.1 The degree of M.E./M.Tech. will be conferred on a candidate who has (a) pursued a regular course of study not less than three semesters of course work for Full-Time, whereas not less than Five Semesters of course work for CEEP as prescribed hereunder and has passed all examinations in the subjects as prescribed in the Scheme of Examination, and (b) submitted and successfully defended his/her Dissertation at the end of the fourth semester (Full-Time programme) / Sixth semester (CEEP programme) as prescribed in the Scheme of Instruction and Evaluation.
- 5.2 A regular course of study for eligibility to appear in any subject, for which an examination will be conducted at the end of the semester shall mean putting in an attendance of not less than 75% in each of the course registered during that semester.
- 5.3 In special cases and for sufficient causes shown, the Principal of the College may condone the deficiency of not exceeding 10% attendance for ill-health when an application made for such a condonation is supported by a medical certificate issued by an authorized medical officer and approved by the concerned Head of the Department by paying a prescribed fee. Absence not exceeding two weeks, for activities like N.S.S., Inter University Competitions and debates will be condoned if the candidate is sponsored by the Institute for such activities.
- 5.4 If a candidate fails to secure the minimum 65% of attendance required in any course (subject), then he/she shall not be eligible to appear for the Semester End Examination at the end of the semester in the subject. He/she shall be required to prosecute a regular course of study in the subject again before appearing for the Semester End Examination (SEE) in that course (subject).
- 5.5 If a candidate fails to maintain a minimum 40% of attendance in at least three of the Theory courses (subjects) registered independently (excluding Seminar and Lab. courses) in the first semester following admission, he/she shall forfeit his/her seat in the program (course) and the admission automatically stands cancelled.
- 5.6 A student, on being admitted to the M.E / M.Tech. Programme shall be assigned to a faculty Adviser. With the approval of the Faculty Adviser the students shall draw up a study plan to satisfy all the requirements, keeping in view the area of specialisation and then register for the courses.
- 5.7 A CEEP student can register for a maximum of three theory subjects, one laboratory course and a Seminar in a semester.

- 5.8 The registration process should be completed within one week from the date of admission for the I-semester and within one week from the date of commencement of classes for subsequent semesters. For the benefit of those who are unsuccessful in the main examination or for those who wish to reappear in a subject(s), a make-up examination will be conducted, subject to fulfillment of attendance as stated in 5.2.
- 5.9 In the event, the make-up examination results are not declared before commencement of new semester, the candidates may be permitted to register for the subject(s)/ Dissertation Phase-I conditionally.
- 5.10 A student is permitted for registration to Dissertation Phase-I, only if he/she clears Mini-project and having not more than three courses as backlog from the previous semesters. Backlog for this purpose shall mean Theory courses / Lab courses / Seminar. However, he/she is permitted to register for Dissertation Phase – I and II in subsequent semesters after satisfying the above mentioned condition. A student who has successfully completed all the course requirements except Dissertation may be permitted to work on his/her Dissertation at any recognized Institution/R&D Organization or the place of employment with the approval of the concerned Head of the Department and Head of the Institute.
- 5.11 In the first fortnight of the third semester of Full-Time Programme and fifth semester of CEEP Programme, a student shall seek a faculty member of the college who will be willing to be his/her supervisor for the dissertation and register for it, failing which, the Head of the Department shall assign Supervisor. The student may, in addition, can also have an External Supervisor from the organization or which he / she is attached as a Co-supervisor with the approval of Head of the Department concerned. However, internal viva-voce will be conducted only after clearance of all backlogs.
- 5.12 A student shall submit five copies of the Dissertation prepared in the standard prescribed format and approved by his/her supervisor on or before the date indicated in the almanac. The format specifications and detailed guidelines on documentation of Dissertation work are given in 9 and **Annexure-I**.
- 5.13 The maximum duration for completing all the requirements for obtaining the M.E./M.Tech. Programme shall be N+2 (Where 'N' stands for the normal duration prescribed for completion of the programme) from the date of admission. For such of those candidates who have not completed the course to an extent of maximum of 2 subjects and/or the Dissertation within the stipulated period, an additional period of one year in continuation may be given to complete the same by the Principal, UCE, OU on application duly recommended by the concerned Head of Department.

6. SCHEME OF INSTRUCTION AND EXAMINATION

- 6.1 All examinations of the UCE, OU shall be held at UCE, OU and /or at such place and on such dates as may be notified.
- 6.2 Applications for permission to appear in SEE shall be made only through online registration process, on payment of the prescribed fee.
- 6.3 When a candidate's application is found in order and he/she is found eligible to appear at in the SEE, the Director of Evaluation shall release the hall tickets through online for SEE, which has to be downloaded by the candidate. Hall ticket shall have to be produced by the candidate before he/she is admitted into the examination hall.
- 6.4 A candidate is not entitled to claim refund of the whole or part of the examination fee nor for the reservation of the same for a subsequent examination (s) if he fails to present himself / herself for the SEE for any reason.
- 6.5 A student shall appear for the SEE at the end of each semester only in the subjects registered at the beginning of the semester.

***SEE : Semester End Examinations**

CIE : Continuous Internal Evaluation

- 6.6 A candidate who has been allowed to appear for the main examination and if he/she may be permitted to re-appear in the subject(s) at the subsequent make-up examination which shall be conducted within one month from the declaration of the results of the main examination.
- 6.7 A Candidate, who is failed in both Main and Make-up Examinations, can directly apply and appear SEE, by considering CIE marks earned earlier. If the candidate wishes to improve CIE marks, he/she must re-register, undergo a regular course of study, secure a minimum of 75% attendance and appear SEE. The CIE marks earned earlier stands cancelled. If the subject in which the candidate has failed is an elective, a new elective may be chosen if required. If a core course (subject) has been dropped in the curriculum, then the core course (subject) to be taken in place of the core course in which the candidate has failed will be specified by the Faculty Advisor in consultation with the Chairperson, BoS (Autonomous).
- 6.8 The distribution of Marks/Grades for the CIE and SEE are as detailed in the Scheme of Examination (Tables-I& II).
- 6.9 Theory question paper of SEE shall have 7 questions of 12 marks each, out of which the candidate has to answer any 5 questions out of which first question is compulsory and consists of 6(short answer) sub-questions covering the entire syllabus.
- 6.10 Out of 40 marks for CIE, 30 marks are to be awarded on the basis of 2 class tests of one and half hour duration each (taking average of both tests). Performance of both the tests will be taken into account and remaining 10 marks are to be awarded based on assignments/seminars/quizzes/experiential learning/special internship/special industrial visit etc.
- 6.11 The Criteria for choosing electives is as given below:

S.No.	Elective Type	M.E./M.Tech. Class Strength	
		Minimum	Maximum
1.	Programme Electives (PE)	08	Total Class
2.	Open Electives	20	40

- 6.12 For Laboratory courses, out of 50 marks, 30 marks are to be awarded for test/viva-voce/quiz; 20 marks for record, attendance, punctuality in submission of lab record.
- 6.13 Each student is allotted a Mentor/Faculty member to complete Mini Project. One seminar has to be presented for the completion of Mini Project. Out of 50 marks, 25 marks are to be awarded by the mentor and 25 marks are to be awarded by the committee consists of two examiners.
- 6.14 The evaluation of Dissertation Phase- I consists of 100 marks, out of which 50 marks are to be awarded by supervisor and 50 marks to be awarded by internal Viva-voce committee comprising Chairperson/Head and two Internal Faculty Members as examiners. Template is enclosed herewith in Annexure-II.
- 6.15 During IV-Semester of regular programme and VI-Semester of CEEP programme, the candidate will continue his/her dissertation work on the same topic and complete by the end of semester. **Progress the seminar for Dissertation Phase- II shall be conducted at the end of 8th week for 50 marks and at the end of the Semester internal viva voce shall be conducted for remaining 50 marks by the viva-voce committee.** Template is enclosed herewith in Annexure-III.
- 6.16 A student who has successfully completed all the programme requirements, is eligible to submit the M.E / M.Tech. Dissertation for its evaluation as per the procedure/norms given in section 7 given below. **The dissertation should be verified for similarity index for plagiarism and should be less than 25% before submission.**

6.17 Students who fail to submit their Dissertation and complete the examination formalities at the end of fourth/sixth semester (as per the almanac notified) need to re-register for their dissertation work in the following semester (in no case later than the N+2 from the date of admission), where 'N' stands for the normal duration prescribed for completion of the programme. They will have to pay the prescribed fee for re-registration of Dissertation work every semester till the completion of their Dissertation work.

7. DISSERTATION EVALUATION PROCESS

7.1 The candidate who has passed all the courses and Departmental requirements has to present the Dissertation Phase- II to the internal Viva-Voce Committee. The Dissertation shall be scrutinized and evaluated by the viva-voce committee consisting of the Chairperson, BoS (Autonomous), two Internal Examiners and Supervisor of the candidate. The Chairperson, Board of Studies is the Chairperson of the Viva-Voce Committee and Supervisor is the Convener. The Viva-Voce will be conducted as per the Almanac given by the Principal, and will normally be twice in an academic year.

7.2 The Viva-Voce committee will give a comprehensive report indicating the adequacy or otherwise of the Dissertation Phase- II. If candidate's Dissertation Phase- II work is found inadequate by the viva committee, he/she has to appear once again for the viva-voce examination. The candidate will have to revise the Dissertation Phase - II as per recommendations of the viva-voce committee and submit the final copy along with Soft Copy in CD form within one month to the Director of Evaluation, Examination Cell, UCE, OU as per Annexure-IV. The Director of Evaluation will send the Dissertation to the external examiner as per the panel of examiners suggested by the Chairperson, BoS (Autonomous).

7.3 Within four weeks from the date of submission to the Examination Cell, will arrange for the external viva-voce examination in consultation with the external examiner. The external Viva-Voce Committee consists of the Chairperson, BoS (Autonomous), Head, External Examiner and Supervisor of the candidate. The Chairperson, Board of Studies is the Chairperson of the viva-voce Committee and supervisor is the Convener. The evaluation of Dissertation for maximum of 100 marks will be awarded as per **Annexure-V**.

TABLE-I
Scheme of Instruction and Evaluation for M.E./M.Tech. Programmes (Full Time)

S. No.	Course Code	Course Name	Contact hours per week		Scheme of Examination		Credits
			L	P	CIE	SEE	
SEMESTER-I							
1.		Core-I	3	---	40	60	3
2.		Core-II	3	---	40	60	3
3.		Core-II	3	---	40	60	3
4.		Programme Elective-I	3	---	40	60	3
5.		Programme Elective-II	3	---	40	60	3
6.		Programme Elective-III	3	---	40	60	3
7.		Laboratory-I	0	2	50	-	1
8.		Seminar	0	2	50	-	1
		TOTAL	18	4	340	360	20
SEMESTER-II							
1.		Core-IV	3	---	40	60	3
2.		Core-V	3	---	40	60	3
3.		Core-VI	3	---	40	60	3
4.		Programme Elective-IV	3	---	40	60	3
5.		Programme Elective-V	3	---	40	60	3
6.		Open Elective	3	---	40	60	3
7.		Mini Project	---	4	50	---	2
8.		Laboratory-II	---	2	50	---	1
9.		Laboratory-III	---	2	50	---	1
		TOTAL	18	8	390	360	22
SEMESTER-III							
1.		Audi Course-I (Online)	2	---	40	60	0
2.		Audi Course-II (Online)	2	---	40	60	0
3.		Dissertation Phase- I	---	20*	100	---	10
		TOTAL	4	20	180	120	10
SEMESTER-IV							
1.		Dissertation Phase- II	---	32*	100	100	16
		GRAND TOTAL	40	64	1010	940	68

Note:

- i. Dissertation Phase- II has two parts, CIE - I and CIE - II, at the end of 8th week and 16th week respectively for evaluation of 50 marks each.
- ii. Audit Course will be offered in ONLINE/OFFLINE/HYBRID mode and SEE will be conducted in Computer Based Test Mode.
- iii. Research Methodology and IPR will be offered as an Audit Course for all PG Programs.
- iv. Engineering Research Methodology workshop will be conducted for one week to the Ph.D scholars.

***The student has to work a minimum of 20 hours/week and 32 hours/week at Dissertation-I and II.**

TABLE-II
Scheme of Instruction and Evaluation for M.E./M.Tech. Programmes (CEEP)

S.No.	Course Code	Course Name	Contact hours per week		Scheme of Examination		Credits
			L	P	CIE	SEE	
SEMESTER-I							
1.		Core-I	3	---	40	60	3
2.		Core-V/Program Elective-II	3	---	40	60	3
3.		Program Elective-I	3	---	40	60	3
4.		Laboratory-I	---	2	50	---	1
		TOTAL	9	2	170	180	10
SEMESTER-II							
1.		Core-II	3	---	40	60	3
2.		Core-V Program Elective-II	3	---	40	60	3
3.		Program Elective-III	3	---	40	60	3
4.		Seminar	---	2	50	---	1
		TOTAL	9	2	170	180	10
SEMESTER-III							
1.		Core-III	3	---	40	60	3
2.		Core-VI Program Elective-IV	3	---	40	60	3
3.		Program Elective-V	3	---	40	60	3
4.		Laboratory-II	---	2	50	---	1
		TOTAL	9	2	170	180	10
SEMESTER-IV							
1.		Core-IV	3	---	40	60	3
2.		Core-VI Program Elective-IV	3	---	40	60	3
3.		Open Elective	3	---	40	60	3
4.		Mini Project	---	4	50	---	2
5.		Laboratory-III	---	2	50	---	1
		TOTAL	9	6	220	180	12
SEMESTER-V							
1.		Audit Course-I	2	---	40	60	0
2.		Audit Course-II	2	---	40	60	0
3.		Dissertation Phase- I	---	20*	100	---	10
		TOTAL	4	20	180	120	10
SEMESTER-VI							
1.		Dissertation Phase- II	0	32*	100	100	16
		GRAND TOTAL	40	64	1010	940	68

Note:

- i. Dissertation Phase- II has two parts, CIE - I and CIE - II, at the end of 8th week and 16th week respectively for evaluation of 50 marks each.
 - ii. Audit Course will be offered in ONLINE mode and SEE will be conducted in Computer Based Test Mode.
 - iii. Research Methodology and IPR will be offered as an Audit Course for all PG Programs.
 - iv. Engineering Research Methodology workshop will be conducted for one week to the Ph.D scholars.
- *The student has to work a minimum of 20 hours/week and 32 hours/week at Dissertation – I and II.**

8. AWARD OF DEGREE

8.1 A candidate shall be deemed to have fully passed in the subjects he/she has registered during the semester, if he/she secures not less than the minimum marks prescribed below:

Minimum Qualifying Marks

Course particulars	Minimum Marks / Grade
(i) Each Theory Course (CIE + SEE)	50% - 'D' Grade
(ii) Each Laboratory Course (CIE)	
(iii) Each Seminar (CIE)	
(iv) Dissertation Phase- I (CIE)	
(v) Dissertation Phase- II (CIE + SEE)	

8.2 Grading System

Grades are awarded based on the combined marks secured in the SEE (Maximum 60%) and CIE (Maximum 40%) as per the criteria stated in the following Table:

Academic Performance	Letter Grade	Grade Points
90% ≤ Marks ≤ 100%	S	10
80% ≤ Marks < 90%	A	9
70% ≤ Marks < 80%	B	8
60% ≤ Marks < 70%	C	7
50% ≤ Marks < 60%	D	6
Marks < 50%	F	0

- The Memorandum of marks of a candidate will reflect the grade secured by him/her as per the grading criteria described in the Table above (clause 8.2).
- There is no minimum marks criterion for the CIE for theory subject(s).
- A minimum Cumulative Grade Point Average (CGPA) of 6 is required for the award of Degree. The consolidated memorandum of marks will reflect the credits / grade scored in each subject.

8.3 Semester Grade Point Average (SGPA) & Cumulative Grade Point Average (CGPA) Calculation:

(a) A student is said to have earned credits if he/she secures letter grade 'D' and above

$$(b) \text{ SGPA} = \frac{\sum [\text{Letter Grade Point} \times \text{Credits}]}{\sum \text{Credits}}$$

SGPA is Computed upto second decimal point

SGPA is Computed only when all subjects in that semester are Cleared / Passed

$$(c) \text{ CGPA} = \frac{\sum [(\text{SGPA}) \times (\text{Total Credits})]}{\sum (\text{Total Credits})}$$

CGPA at a given point of Semester is Computed upto second decimal point and it is computed only when all the subjects M.E./M.Tech. of the program(s) are passed / cleared include final Dissertation.

(d) Memorandum of Marks should indicate total number of credits and total number of credits earned up to a point of Semester

8.4 In case of hearing impaired/physically challenged/visually challenged candidates, 10% reduction in pass marks in each subject is admissible as per G.O. Ms. No.150, dated 31-08-2006.

8.5 A candidate desires to have recounting / revaluation can apply for it as per the institute norms and notification of Examination Cell.

A candidate can also obtain a photocopy of the corrected answer book of the theory subjects SEE only on payment of Rs.1000/- (Rupees One thousand only) for each subject, drawn in favour of Director of Evaluation, Examination Cell, UCE, OU as per the notification of Examination Cell.

8.6 Award of Degree and Gold Medal

1. A student should get a minimum of **CGPA of 6.00** for awarding of Degree. The CGPA secured upto two decimals will be mentioned in the certificates.

2. A student securing highest CGPA in **single attempt** is eligible for award of Gold Medal.

8.7. Transitory Regulations

1. Whenever the schemes of Instruction and /or syllabi are changed for a course, candidates shall satisfy the unfulfilled requirements of passing the number of core subjects and electives choosing from the revised schemes, with the approval of the Head of the Department.

2. When ever a course or scheme of instruction is changed in a particular semester/year, two more examinations immediately following there after shall be conducted according to the old syllabus/regulations provided the content in the course has changed more than 40%.

3. Candidates not appearing at the examinations or failing in them shall take the examination subsequently according to the changed syllabus/regulations.

4. Flexibility is given to the students to convert from Regular to CEEP mode to complete backlogs, dissertation, if any, subject to the availability of the courses/programs as per Rules and Regulations of CEEP. However, this facility will be extended to the students, who have completed two semesters of course work in Regular mode.

8.8. **Malpractice and Award of Punishment Regulations Under Ordinance No. VII Conduct of Examinations Part – V Schedule on the Nature of Malpractice and Award of Punishment**

Note: “Examination” in this context refers to all the papers taken by the candidate on the same hall-ticket.

Malpractice	Award of Maximum Punishment
1. Possession of the prohibited (written or printed or Electronic gadgets) papers, books, notes during the examination period but which were not used.	Shall be debarred from appearing at the subsequent papers of the examination apart from cancelling the result of the examination in which he/she had indulged in malpractice.
2. Matter relevant to the examination being written on any part of the body or on the clothes worn, or in the instruments, wrappings, etc.	-do-
3. Attempting to take help from any prohibited papers, notes, written or printed matter, writings on the walls, furniture and attempting to take help from or giving help to other regarding answer to any question or questions of the examination paper.	-do-
4. Taking help from or consulting of prohibited written or printed material; consulting and/or taking help from or helping other examinee during the examination period inside the examination hall or outside it; with or without their consent, or helping other candidate to receive help from anyone else.	-do-
5. An examinee who attempts to disclose his/her identity to the paper valuer by writing his/her roll number at a place other than the place prescribed for it, or by writing his/her name or any coded message or an examinee who makes an appeal to the paper valuer in the answer book.	Cancelling the result of that paper
6. Writing such as invocation of God's name in any form.	To be ignored
7. Writing on the question paper or other papers; the answer to questions, rough work, etc., with no intention of passing it on to another examinee.	To be warned not to do so

- | | | |
|-----|--|---|
| 8. | Using abusive and obscene language in the answer book. | Cancellation of the result of that paper |
| 9. | Examinee allowing or destroying prohibited material found in his possession or acting in any other manner with a view to destroy evidence. | Cancellation of the result of all examinations taken or proposed to be taken during that session and prohibiting his/her admission to or continuation in any course of the University for a period of one year. |
| 10. | Refusing to obey instructions of the Chief Superintendent / Invigilator | Cancelling the result of that paper |
| 11. | Smuggling an answer book / additional answer book/matter into or out of the examination hall. | Cancellation of the result of all examinations taken or proposed to be taken during that session and prohibiting his / her admission to or continuation in any course of the University for a period of the year. |
| 12. | Inserting in or removing from the answer book/additional answer book of any sheet. | -do- |
| 13. | Substituting wholly or partly an answer book/additional answer book. | -do- |
| 14. | Impersonation even at a single examination. | To be dealt with as per law |
| 15. | Cases of examinees when conspiring to interchange in Roll Nos. | Cancellation of the result of all examinations taken or proposed to be taken during that session and prohibiting their admission or constitution in any course of the University for a period of one year. |
| 16. | Creation of disturbance or otherwise misbehaving in and around the examination hall during or before the examination. | Cancelling the results of all examinations taken or proposed to be taken during that session and prohibiting admission into or continuation in any course of study for a period of two years. |
| 17. | Guilty of assaulting/abusing intimidating any person connected with the examination work any time before, during or after the examination | Cancelling the result of all examinations taken or proposed to be taken during that session and the next session and prohibiting admission into or continuation in any course for a period of two years. |
| 18. | Punishments for malpractices not defined here would be recommended on the merits of the individual cases by the malpractices committee. | |

9. GUIDELINES FOR PREPARING M.E./M.TECH. DISSERTATION

The Thesis must be presented on A-4 paper approximately 11 Inches x 9 Inches or 27.9 cm x 22 cm in size and duly hard bound.

9.1 General

1. The title of the thesis should be concise and clearly convey the work presented.
2. Lists of figures, tables, variables, symbols, acronyms etc. should be included, before the start of the first chapter.
3. The abstract should not be more than 500 words.
4. A declaration stating the originality of work / results should be appended.
5. Any work which amounts to plagiarism should be totally avoided.
6. The entire thesis should be free from grammatical and spelling mistakes.
7. The total number of pages of the thesis should not normally exceed 150.
8. Any downloaded matter of tables or equations, if used, should be rewritten, and the source mentioned.
9. The first Chapter should clearly reflect the importance and objectives of the thesis.
10. A brief literature review may be included in the first or second chapter.
11. The organization of the thesis may be mentioned in the first chapter.
12. The pages should be numbered starting from the first page of the first chapter.
13. The pages before the first chapter should be numbered in small Roman numerals.
14. The headings and sub-headings should be properly numbered chapter wise.
15. Extension work may be indicated in the conclusion.
16. Uniform font and size should be followed for the titles of all chapters.
17. Uniform Indent should be followed throughout the text of the thesis.
18. Similarly uniformly should be maintained for all headings and sub headings.
19. Subscripts and superscripts should be adopted properly.

9.2 Formatting

1. The text should be presented at one and a half spacing the font name should have Times New Roman, the font sizes are chapter heading 16 points, Sub heading 14 points.
2. The font size of the main text should be uniformly 12 points throughout the thesis.
3. Left justification or left and right justification can be used for main text.
4. The left margin should be 30 -40 mm and the right. Top and bottom margins should be 25 to 30 mm.

9.3 References

1. The references should be numbered from the first chapter to the last chapter in ascending order and the corresponding number should be shown in square brackets wherever required.
2. The reference should be listed with details after the last chapter.
3. All the references listed should be referred in the main text.
4. The references could be technical papers of Journals, conferences, symposia, workshops and seminars, technical reports, manuals, text books and software.
5. The important contents of referred materials should be in the following order: Name (s) of the author (s), Title of the paper, publication title, year of publication, Vol, No., pp.

9.4 Appendices

1. Important programs, derivations, data and any other useful material may be shown in the appendices with proper numbering.
2. The appendices should be numbered in capital Roman numbers or capital letters from the first chapter to the last chapter in ascending order. (eg. Appendix 1 or Appendix A)
3. The appendices should be shown with details after the last chapter.
4. All the appendices should be referred in the main text.

9.5 Equations

1. All the equations used in the thesis should be properly numbered chapter wise (eg. Eq, 3.1)
2. The equations shown should be clearly referred and identified as Eq. or eq. followed by equation number.
3. Repetition of equations should be avoided. If needed, it may be referred by its number.

4. Equations should never be mixed up with main text. It should be shown as separate object and 'Equation Editor' can be used.

9.6 Tables

1. The tables shown in the thesis should be clearly referred and explained and they should be numbered properly.
2. At the top of the table, it should be identified as table, followed by table number (ex. Table 3.1)
3. The caption of the table should be written clearly, precisely and briefly at the same position.
4. A spacing of at least 3 points should be taken for the first line of each cell.
5. Table size should not cross the limits of the set page margins.
6. The font size should be less than or equal to the font size of main text.

9.7 Figures

1. The figures shown in the thesis should be clearly referred and explained. They should be numbered properly chapter wise.
2. At the bottom of the figure, it should be identified as fig. or figures, followed by figure number (ex. Fig 3.1 or figure 3.1).
3. The caption of the figure should be written clearly, precisely and briefly at the same position.
4. All the graphs and flowcharts should be identified and presented the same way as figures.
5. All the figures and graphs should be drawn clearly, so that variables, units, markings and details are dissembled.
6. All the drawings, text boxes, images and details related to a particular figure should be grouped together.
7. The font size used should be less than or equal to the font size of main text.
8. The figure size should not exceed the set page margins.

Format of M.E./M.Tech. Dissertation



**Department of <Name of the Department>
<Name of the College>
Osmania University**

CERTIFICATE

This is to certify that the Dissertation work entitled < Title of the Project Work > submitted by < Mr. / Ms. Name of the student (Roll No.) >, a student of Department of < Name of the Department >, < Name of the College > in partial fulfillment of the requirements for the award of the degree of Master of < Engineering / Technology > with < Name of the Specialization > as specialization is a record of the bonafide work carried out by < him / her > during the academic year < Academic year >.

Date & Signature of the Supervisor

< Name >

< Designation >

< Address >

Signature of Head of the Dept.

< Name >

< Designation >

< Address >

Seal

DECLARATION

I declare that the work reported in the Dissertation entitled < Title of M.E. / M. Tech. Thesis > is a record of the work done by me in the Department of < Name of the Department, Place / Organization >.

No part of the thesis is copied from books / journals / internet and wherever referred, the same has been duly acknowledged in the text. The reported data are based on the Dissertation work done entirely by me and not copied from any other source.

Date:

Signature of the Student



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(Autonomous)
OSMANIA UNIVERSITY, HYDERABAD - 500007



M.E./M.Tech. Dissertation Phase- I Evaluation

Department: _____

Academic Year: _____

Specialization: _____

Maximum Marks: 100

1. Name of the Candidate : _____
2. Roll Number : _____
3. Title of the Project : _____
4. Date of Seminar : _____
5. Name of the Supervisor : _____
6. Marks awarded by Supervisor:

S.No.	Evaluation Criteria	Max. Marks	Marks Obtained
1.	Project Status/Review(s)	30	
2.	Report	20	
	Total Marks	50	

7. Marks awarded by Departmental Committee (Maximum Marks: 50)

S.No.	Evaluation Criteria	Max. Marks	Marks Obtained
1.	Relevance of the Topic	10	
2.	PPT Preparation	10	
3.	Presentation	10	
4.	Question and Answers	10	
5.	Report Preparation	10	
	Total Marks	50	

8. Total Marks (6+7) : _____ (Max. Marks: 100)
(in words) _____

Examiner-1

Signature: _____

Name: _____

Examiner-2

Signature: _____

Name: _____

Supervisor:

Signature: _____

Name: _____

Chairperson, BOS (Autonomous)

Signature: _____

Name: _____

Head

Signature: _____

Name: _____



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M.E./M.Tech. Dissertation Phase- II Progress Seminar Evaluation

Department: _____

Academic Year: _____

Specialization: _____

Maximum Marks: 50

1. Name of the Candidate : _____
2. Roll Number : _____
3. Title of the Project : _____
4. Date of Seminar : _____
5. Name of the Supervisor : _____
6. Marks awarded by Supervisor (**Maximum Marks : 25**)

S.No.	Evaluation Criteria	Max. Marks	Marks Obtained
1	Problem Formulation	10	
2	Scope & Objectives of the work	05	
3	Methodology adopted	10	
	Total Marks	25	

7. Marks awarded by Departmental Committee (**Maximum Marks:25**):

S.No.	Evaluation Criteria	Max. Marks	Marks Obtained
1	Problem Formulation	10	
2	Scope of the work	05	
3	Presentation	05	
4	Documentation	05	
	Total Marks	25	

8. Total Marks (6+7) : _____ (Max. Marks: 50)

(in words) _____

Examiner-1

Signature: _____

Name: _____

Examiner-2

Signature: _____

Name: _____

Supervisor:

Signature: _____

Name: _____

Chairperson, BOS (Autonomous)

Signature: _____

Name: _____

Head

Signature: _____

Name: _____



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(Autonomous)
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M.E./M.Tech. Dissertation Phase- II Internal Viva-Voce Examination
Report

PART-A (to be filled by the candidate)

Name of the Candidate : _____
 Roll No. : _____
 Name of the Department : Civil /Mech./EE/ECE/BME/CSE/AIML/MN
 Specialization : _____
 Title of the Dissertation : _____

 Name of the Supervisor : _____
 Draft copy submission date : _____

Signature of the Candidate

PART-B (to be filled by the Supervisor)

This is to certified that Mr. /Ms. _____ has completed his/her M.E./M.Tech. dissertation under my/our supervision. I/we have gone through the copy and the work is satisfactory for the partial fulfillment of M.E/M.Tech. degree.

Suggested panel for internal Viva-Voce:

- 1.
- 2.

Signature of the Supervisor(s)

PART-C

Report of internal viva-voce examination conducted on: _____

- i) The quality of dissertation presentation : **Adequate / Not Adequate**
 ii) Suggestions and Recommendations if any : _____
 (Attach separate sheet if necessary)

	Marks Awarded by the Supervisor		Marks Awarded by Committee/ Panel				Total Marks
	Methodology Adopted	Documentation (Results and Discussions)	Documentation (Results and Discussions)	Quality and clarity of presentation of the work	Candidate's ability to defend the work & subject knowledge	Candidate's ability to answer the queries raised during Viva-voce	
Max. Marks	10	15	10	05	05	05	50
Marks Obtained							

Signature of the Supervisor(s) Signature of the Chairperson, BoS (A) Signature of the Head

Signature of the Examiner - 1

Signature of the Examiner - 2

PART-D (to be filled by the Supervisor)

The above mentioned suggestions and recommendations of the panel of the Department are incorporated.

Signature of Supervisor (s)

PART-E (C-BoS Confidential)

Suggested Panel of examiners for external viva-voce:

1	2	3
Name & Designation with Complete Address :	Name & Designation with Complete Address :	Name & Designation with Complete Address :
Email Id:	Email Id:	Email Id:
Mobile:	Mobile:	Mobile:

Date:

Signature
Chairperson, Board of Studies (Autonomous)

Note: This form is to forwarded to the Director of Evaluation, Examination Cell, UCE, OU



EXAMINATION CELL
UNIVERSITY COLLEGE OF ENGINEERING (Autonomous)
OSMANIA UNIVERSITY, HYDERABAD – 500 007

M.E./M.Tech. Dissertation Phase- II Final Viva-Voce Report

Date: _____

PART-A (To be filled by the candidate)

1. Name of the Candidate : _____
2. Hall Ticket No : _____
3. Name of the Department : **Civil Engg./Mech. Engg./EE/ECE/BME/CSE/AIML/MNE**
4. Specialization : _____
5. Title of the Dissertation : _____
6. The final viva-voce conducted on : _____

PART-B (To be filled by the Committee)

Evaluation of Dissertation Phase- II

Criteria	Problem Formulation	Literature review	Research Methodology adopted	Innovation/ Originality/ Relevance/ Practical Applications	Report Writing/ Documentation	Quality and clarity of presentation of Project work	Candidates performance in terms of his/her ability			Total Marks
							To defend the work & subject knowledge	To answer the queries raised during Viva-voce examination	Publications or Conference (accepted)/ Industrial Projects/ Working or Prototype model etc.,	
Max. Marks	10	05	10	10	35	15	05	05	05	100
Marks Obtained										

7. Marks Secured : _____ (Max. Marks 100)

In words _____

Name: _____

Signature: _____

External Examiner : _____

Head of the Department: _____

Chairperson, BoS (A) : _____

Supervisor : _____

Academic Performance (Marks)	90% ≤ Marks ≤ 100%	80% ≤ Marks < 90%	70% ≤ Marks < 80%	60% ≤ Marks < 70%	50% ≤ Marks < 60%	Marks < 50%
Grade	S	A	B	C	D	F
