

KHULNA UNIVERSITY OF ENGINEERING & TECHNOLOGY

Academic Ordinance for Post Graduate Studies

(Effective from July-2013 semester)

(Approved by 41th meeting of Academic Council on 18/02/13 and 25/02/13 and confirmed by 43th meeting of Academic Council on 12/09/13)

1. Definitions

1.1. 'University' means the Khulna University of Engineering & Technology.

1.2. 'Syndicate' means the Syndicate of the University.

1.3. 'Vice-Chancellor' means the Vice-Chancellor of the University

1.4. 'Academic Council' means the Academic Council of the University.

1.5. 'CASR' means the Committee for Advanced Studies and Research of the University.

1.5.1. The CASR shall consist of the following members:

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| i) Vice-Chancellor | Chairman |
| ii) Three Professors to be nominated by the Syndicate | Member |
| iii) Two teachers having research experience to be nominated by the Academic Council | Member |
| iv) Two experts, at least one from outside the University, to be nominated by the Vice-Chancellor | Member |
| v) The Director (Research and Extension) | Member-Secretary |

1.5.2. At least one-third members will fulfil the quorum.

1.5.3. The term of office of the nominated members shall be three years.

1.6. 'EC' means the Executive Committee of any Faculty of the University.

1.6.1. The EC shall consist of the following members:

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| i) Dean of the Faculty | Chairman |
| ii) Head of the Departments under the Faculty | Member |
| iii) All Professors and Associate Professors of the Departments under the Faculty | Member |
| iv) Three teachers, not related to the subjects of the Faculty but closely related to the subjects according to the Academic Council, nominated by the Academic Council | Member |
| v) Two persons, having special knowledge to one or more subjects of the Faculty and not serving in the University, nominated by the Academic Council | Member |

1.6.2. At least one-third members will fulfil the quorum.

1.6.3. The term of office of the nominated members shall be three years.

1.7. 'ACPG' means the Academic Committee for Post-Graduate studies in a degree-awarding department of the University.

1.7.1. The ACPG shall consist of the following members:

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|---|----------|
| i) Head of the Department | Chairman |
| ii) All Professors and Associate Professors of the respective Department and all teachers who teach in the post-graduate classes | Member |
| iii) One Professor from the relevant field from any other University to be nominated by the Vice-Chancellor | Member |
| iv) One expert from the relevant field having experience in any industry, research or commercial organization to be nominated by the Academic Council | Member |

1.7.2. The Chairman will nominate one of the members from (ii) to act as the Member-Secretary.

1.7.3. At least one-third members will fulfil the quorum.

1.7.4. The term of the office of the nominated members shall be three years.

1.8. 'DSC' means the Doctoral Scrutiny Committee.

1.8.1. The DSC shall consist of the following members:

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|---|----------|
| i) Supervisor | Chairman |
| ii) Joint Supervisor/Co-supervisor (if any) | Member |
| iii) Head of the Department | Member |
| iv) Not less than three experts of which at least one from outside the Department | Member |

1.8.2. There shall be a DSC for each Ph. D. student proposed by the Head of the Department and approved by the CASR.

1.8.3. The committee should be formed within 3 (three) months from the date of the student's provisional admission in consultation with the supervisor.

1.8.4. The DSC will meet from time to time (at least on three occasions) on the request of the supervisor to review the progress of the student.

1.8.5. In special circumstances, the CASR may approve any addition and/or alteration in the DSC on the recommendation of the supervisor through the Head of the Department.

2. Degree Awarding Departments

The University shall have the following post-graduate degree awarding Departments:

- i) Department of Civil Engineering
- ii) Department of Electrical and Electronic Engineering
- iii) Department of Mechanical Engineering
- iv) Department of Computer Science and Engineering
- v) Department of Electronics and Communication Engineering
- vi) Department of Industrial Engineering and Management
- vii) Department of Mathematics

- viii) Department of Chemistry
- ix) Department of Physics
- x) Any other Department to be instituted by the Syndicate on the recommendation of the Academic Council from time to time.

3. Degrees Offered

The Post-Graduate degrees to be offered by the University under this ordinance are as follows:

3.1. Master of Science in Engineering

- i) Master of Science in Civil Engineering abbreviated as M. Sc. Eng. (CE)
- ii) Master of Science in Electrical & Electronic Engineering abbreviated as M. Sc. Eng. (EEE)
- iii) Master of Science in Mechanical Engineering abbreviated as M. Sc. Eng. (ME)
- iv) Master of Science in Computer Science & Engineering abbreviated as M. Sc. Eng. (CSE)
- v) Master of Science in Electronics & Communication Engineering abbreviated as M. Sc. Eng. (ECE)
- vi) Master of Science in Industrial Engineering & Management abbreviated as M. Sc. Eng. (IEM)
- vii) Any such other degree as may be approved by the Syndicate on the recommendation of the Academic Council from time to time.

3.2. Master of Science

- i) Master of Science in Mathematics abbreviated as M. Sc. (Math)
- ii) Master of Science in Chemistry abbreviated as M. Sc. (Chem)
- iii) Master of Science in Physics abbreviated as M. Sc. (Phy)
- iv) Any such other degree as may be approved by the Syndicate on the recommendation of the Academic Council from time to time.

3.3. Master of Philosophy

- i) Master of Philosophy in Mathematics abbreviated as M. Phil. (Math)
- ii) Master of Philosophy in Chemistry abbreviated as M. Phil. (Chem)
- iii) Master of Philosophy in Physics abbreviated as M. Phil. (Phy)
- iv) Any such other degree as may be approved by the Syndicate on the recommendation of the Academic Council from time to time.

3.4. Doctor of Philosophy

- i) Doctor of Philosophy in Civil Engineering abbreviated as Ph. D. (CE)
- ii) Doctor of Philosophy in Electrical & Electronic Engineering abbreviated as Ph. D. (EEE)
- iii) Doctor of Philosophy in Mechanical Engineering abbreviated as Ph. D. (ME)
- iv) Doctor of Philosophy in Computer Science & Engineering abbreviated as Ph. D. (CSE)
- v) Doctor of Philosophy in Electronics & Communication Engineering abbreviated as Ph. D. (ECE)
- vi) Doctor of Philosophy in Industrial Engineering & Management abbreviated as Ph. D. (IEM)
- vii) Doctor of Philosophy in Mathematics abbreviated as Ph. D. (Math)
- viii) Doctor of Philosophy in Chemistry abbreviated as Ph. D. (Chem)
- ix) Doctor of Philosophy in Physics abbreviated as Ph. D. (Phy)
- x) Any such other degree as may be approved by the Syndicate on the recommendation of the Academic Council from time to time.

4. Admission Requirements

4.1. Master of Science in Engineering

For admission to the courses leading to the award of the degree of M. Sc. Eng. in any department, a candidate must have obtained a B.Sc. Eng. or an equivalent degree with at least a CGPA of 2.65 in the scale of 4.00 or its equivalent from any recognized University/Institution in the relevant field/branch and must have obtained at least a CGPA of 3.50 in the scale of 5.00 or its equivalent both in SSC and HSC levels

4.2. Master of Science

For admission to the courses leading to the award of the degree of M. Sc. in any department, a candidate must have obtained a 4 years B.Sc. (Hon's) or an equivalent degree with at least a CGPA of 2.65 in the scale of 4.00 or its equivalent from any recognized University/Institution in the relevant field/branch and must have obtained at least a CGPA of 3.50 in the scale of 5.00 or its equivalent both in SSC and HSC levels.

Or

A candidate having B.Sc. Engineering degree with good academic records from relevant field/branch, as decided by the ACPG of the respective department, is also eligible; provided that he/she completes some pre-requisite courses as determined by the Selection Committee, constituted under Art 5.3 of this ordinance.

4.3. Master of Philosophy

For admission to the courses leading to the award of the degree of M. Phil. in any department, a candidate must have obtained an M. Sc. or an equivalent degree in the relevant field/branch with at least Second Class/CGPA of 2.65 in the scale of 4.00 in both B.Sc. (Hon's/Pass) and M. Sc. with good previous academic records.

Or

A candidate having B.Sc. Engineering degree with good academic records from relevant field/branch, as decided by the ACPG of the respective department, is also eligible; provided that he/she completes some pre-requisite courses as determined by the Selection Committee, constituted under Art 5.3 of this ordinance.

4.4. Doctor of Philosophy

4.4.1. For admission to the courses leading to award of the degree of Doctor of Philosophy in any department, a candidate must have obtained an M. Sc. Eng./M. Eng./ M.Sc. with 4 years B.Sc. (Hon's)/M. Phil or its equivalent degree with good academic records in the relevant field/branch of Engineering/Science or its equivalent from any recognized University/Institution.

4.4.2 A student already working for an M. Sc. Eng./ M.Sc. with 4 years B.Sc. (Hon's) /M. Phil degree in this University and showing excellent progress and promise in thesis work may be provisionally transferred to Ph.D. program after completion of his/her M. Sc. Eng./M. Phil. course work with a minimum CGPA of 3.50 out of 4.00 on the recommendation of the ACPG and approval of the CASR.

4.5 The above requirements may be relaxed for candidates on deputation or sponsored by Academic Institutions/Research Organizations/Government and Semi-Government Organizations. Such relaxation shall be recommended by the ACPG to the CASR for approval.

5. Admission Procedures

5.1. Applications for admission to the above programs shall be invited before commencement of each semester through regular means of advertisement and received by the Registrar.

5.2. On the recommendation of the appropriate EC, the Academic Council shall frame the rules for admission to the University for M.Sc. Eng./M.Sc./M. Phil. /Ph.D. program from time to time.

5.3. There shall be a Selection Committee in each department as constituted by the respective ACPG on the recommendation of the Head of the Department.

5.4. Before being finally selected for admission, a candidate may be required to appear at an interview by the Selection Committee.

5.5. Every selected candidate other than a Ph.D. candidate shall have to get himself/herself admitted to the University within the prescribed time limit on payment of prescribed fees.

5.6. A Ph.D. candidate selected by the Selection Committee shall be provisionally admitted to the University within the prescribed time limit on payment of prescribed fees and he/she may be required to pass the prerequisite credit and non-credit courses, if any, as prescribed by the DSC.

5.7. A provisionally admitted Ph.D. candidate shall be deemed to be eligible for final admission as a Ph.D. student with effect from the date of his/her provisional admission if and when he/she qualifies the comprehensive examination (Art 6.10.3(iii) of this ordinance).

6. Academic Regulations

6.1. There shall be two semesters in one academic year. One will start in January and the other in July.

6.2. The courses of study in a department shall be proposed by the respective ACPG and approved by the Academic Council on the recommendation of the Executive Committee of the respective Faculty. The ACPG may review the curriculum from time to time and propose for any modification if necessary.

6.3. The courses to be offered by a department in any semester shall be determined by the respective department.

6.4. Academic progress shall be assessed in terms of credit hours earned by the student. One credit hour theoretical course shall normally require 14 periods of lecture during one semester while one credit hour of laboratory/project/thesis work should normally require 42 periods of laboratory/project/thesis work in a semester. The number of credit hours for each course shall be specified in the syllabus of the respective department.

6.5. Status of a Student

There shall be two categories of student, namely,

i) Full-time: A full-time student shall not ordinarily be an employee of any organization, however, employees serving in different organizations may be registered as full-time student with prior permission from the concerned authority/employer. A full-time student may be employed as teaching/research assistant in this University.

ii) Part-time: Students serving in different organizations may be admitted as part-time student with a written consent from the employer.

6.6. Course Registration

6.6.1. Every admitted student shall have to get himself/herself registered into the courses on payment of prescribed fees.

6.6.2. Course registration by a student must be completed within two weeks from the start of a semester; otherwise the student shall not be allowed to continue the course in that semester.

6.6.3. A full-time student must register a minimum of 12 (twelve) credit hours and a maximum of 15 (fifteen) credit hours per semester.

6.6.4. A part-time student should normally register a minimum of 6 (six)-credit hours and a maximum of 9 (nine) credit hours per semester.

- 6.6.5. A student may be permitted to withdraw and/or change his/her registered course within three working weeks from the commencement of that semester on the recommendation of his/her supervisor (if any) and upon approval of the concerned teacher(s) and Head of the Department.
- 6.6.6. No student will be allowed to register a course for grade improvement. A student having a F grade in a compulsory course (if any) shall be allowed to repeat.

6.7. Credit Transfer

On the recommendation of the respective ACPG through EC and by the approval of the Academic Council, a student may be allowed to transfer a maximum of 50% of the required theory courses of this University completed by the student at other universities/institutions where he/she enrolled earlier for M. Sc./ M. Phil/ Ph. D program provided that the courses were not taken earlier than 3 (three) calendar years from the date of his/her first enrollment in the respective program in this University. In addition the student must obtain a minimum Grade Point of 3.00 out of 4.00 or its equivalent in each course to be transferred and the courses should be equivalent to the approved courses of this University.

6.8. Course Duration

6.8.1.1 M. Sc. Eng. Degree

The minimum duration to complete the requirements of M. Sc. Eng. degree shall normally be 3 (three) semesters and generally not be more than 5 (five) academic years from the date of his/her admission.

6.8.1.2 M. Sc. Degree

The minimum duration to complete the requirements of M. Sc. degree shall normally be 3 (three) semesters and generally not be more than 5 (five) academic years from the date of his/her admission.

6.8.2. M. Phil. Degree

The minimum duration to complete the requirements of M. Phil. degree shall normally be 4 (four) semesters and generally not be more than 5 (five) academic years from the date of his/her admission.

6.8.3. Ph. D. Degree

The minimum duration to complete the requirements of Ph.D. degree shall normally be 4 (four) semesters from the date of his/her provisional admission and generally not be more than 7 (seven) academic years from the date of his/her provisional admission.

6.9. Requirements for Continuation of the Post-Graduate Program

- 6.9.1. A student will not be allowed to continue the program if he/she obtains F grades in three or more courses in the first two registered semesters.
- 6.9.2. A student will not be allowed to continue the program if his/her CGPA falls below 2.5 (including C grades) at the end of the second or any subsequent semester.
- 6.9.3. A Ph. D. student will not be allowed to continue the program if he/she fails to qualify the Comprehensive Examination [Art 6.10.3(iii)] in 2(two) chances.

6.10. Requirements for the Degrees

6.10.1.1 M. Sc. Eng. Degree

The following are the requirements for M. Sc. Eng. degree:

- i) A student must obtain a minimum CGPA of 2.65 in his/her course works.
- ii) A student must have to complete a minimum of 36 credit hours of which 18 credit hours shall be assigned to a thesis or 9 credit hours for a project.
- iii) In addition to the successful completion of course works, every student shall have to submit a thesis on his research work or a dissertation on his project work, as applicable, fulfilling the requirements as detailed in Art. No. 9.

6.10.1.2 M. Sc. Degree

The following are the requirements for M. Sc. degree:

- i) A student must obtain a minimum CGPA of 2.65 in his/her course works.
- ii) A student must have to complete a minimum of 36 credit hours of which 18 credit hours shall be assigned to a thesis or 9 credit hours for a project.
- iii) In addition to the successful completion of course works, every student shall have to submit a thesis on his research work or a dissertation on his project work, as applicable, fulfilling the requirements as detailed in Art. No. 9.

6.10.2. M. Phil. Degree

The following are the requirements for M. Phil. degree:

- i) A student must obtain a minimum CGPA of 2.65 in his/her course works.
- ii) A student must have to complete a minimum of 48 credit hours of which 24 credit hours shall be assigned to a thesis.
- iii) In addition to the successful completion of course work, every student shall have to submit a thesis on his research work fulfilling the requirements as detailed in Art. No.9.

6.10.3. Ph.D. degree

The following are the requirements for Ph. D. degree:

- i) A student must obtain a minimum CGPA of 2.65 in his/her course works.
- ii) A student must have to complete a minimum of 60 credit hours of which 45 credit hours shall be assigned to a thesis.

- iii) He/she must have to pass the Comprehensive Examination. Comprehensive Examination shall comprise a written examination and/or an oral examination to test the knowledge of the student in his/her field of study and research. Comprehensive Examination shall ordinarily be held after the completion of the course work by the student. The DSC on the request of the supervisor shall fix a date and time for the Comprehensive Examination. The DSC shall conduct the Comprehensive Examination.
- iv) In addition to the successful completion of course work and Comprehensive Examination, every student shall have to submit a thesis/dissertation on his/her research work fulfilling the requirements as detailed in Art. No. 9.

7. Grading System

7.1. Numerical marks may be made in answer scripts, tests etc. for assessing the performance of the students but all the final grading shall be made in letter grade/grade point as follows:

Numerical Marks	Letter Grade	Grade Point (G _i)	Performance
90% and above	A+	4.0	Excellent
≥80% but <90%	A	3.5	Very good
≥70% but <80%	B+	3.0	Good
≥60% but < 70%	B	2.5	Average
≥50% but <60%	C	2.0	Pass
Below 50%	F	0.0	Fail
Incomplete	I	--	--
Satisfactory	S	--	--
Unsatisfactory	U	--	--

7.2. The Grade Point Average (GPA) shall be computed for each semester as follows:

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

Where n is the number of courses completed during the semester, C_i is the number of credits allotted to a particular course, and G_i is the grade point corresponding to the letter grade awarded for that course.

A Cumulative Grade Point Average (CGPA) shall also be computed at the end of second and subsequent semesters. The CGPA will be computed as follows:

$$CGPA = \frac{\sum_{j=1}^m S_j T_j}{\sum_{j=1}^m T_j}$$

where m is the total number of semesters being considered, S_j is the GPA of the j -th semester, T_j is the total number of credits registered during j -th semester.

Both GPA and CGPA will be rounded off to the second place of decimal for reporting.

- 7.3. On the written request from a student, a maximum of two courses, having B or C grade in each, may be ignored for the calculation of CGPA. In such case the CGPA must not be less than 2.65 in the remaining courses.
- 7.4. Courses in which a student gets F grade shall not be counted towards credit hour requirements and for the calculation of GPA.
- 7.5. A student shall get I grade in a course with prior permission from the Head of the Department if he/she is unable to complete the course due to any unavoidable circumstances. He/she has to complete the course within the next two consecutive semesters; otherwise he/she will get F grade in that course. He/she may, however, be allowed to register that course without further payment of course registration fees.
- 7.6. Satisfactory (S) and unsatisfactory (U) shall be used for grading of thesis/project and non-credit prerequisite courses. If, however, thesis is discontinued an I grade shall be recorded.

8. Conduct of Examination for Theoretical Courses

- 8.1. In addition to class tests, assignments, term papers etc. there shall be a written examination on all theoretical courses at the end of each semester. The Head of the Department shall announce a date of the examination generally two weeks before its commencement. The final grade in a theoretical course shall be based on the performance of all class tests, assignments, term papers and written examination.
- 8.2. The respective course teacher will be solely responsible for the performance evaluation of a student as detailed in Art. No. 8.1. He/she will announce the final grade of the course within three weeks from the date of examination of that course and will also submit a copy to the Head of the Department.
- 8.3. The Controller of Examinations shall keep up-to-date record of all the grades obtained by a student in individual Academic Record Card. A student can get an official grade sheet from the office of the Controller of Examinations on payment of prescribed fees.

9. Project/ Thesis

9.1. Appointment of Supervisor/Co-Supervisor/Joint-Supervisor

- 9.1.1. Research works for a project/thesis shall be carried out under the supervision (Supervisor/Co-Supervisor/Joint-Supervisor) of a teacher, not below the rank of an Assistant Professor with sufficient research experience, publications and at least posses the degree which he/she is going to supervise, from the respective department or from any other department of this University proposed by the Head of the Department and recommended by the ACPG. A teacher of this University who is studying in postgraduate level shall not be allowed to supervise any Postgraduate student. A Co-Supervisor/Joint Supervisor is not encouraged in Masters Level unless there is an absolute necessity. In the Ph. D. Level, Co-Supervisor/Joint-Supervisor(s) are acceptable with proper justification by the supervisor. A Joint-Supervisor or Co-Supervisor (if necessary) may be appointed from within/outside the University recommended by the ACPG.
- 9.1.2. In case of selecting a Supervisor/Joint supervisor/Co-supervisor from other than the respective department, an approval from the supervisor's Head of the Department has to be taken.
- 9.1.3. The Supervisor, Joint-supervisor/Co-supervisor (if any) shall be approved by the CASR on the recommendation of the ACPG.
- 9.1.4. A thesis/project supervisor has to be normally appointed after the completion of the first semester for M.Sc. Engg/M.Sc./M. Phil and within three months for Ph. D. students.

9.2. Research Proposal

9.2.1. M. Sc. Eng./ M.Sc./M. Phil

A student shall submit a project/thesis proposal to the ACPG through supervisor(s). The ACPG shall examine the proposal and recommend it for the approval of the CASR through the Head of the Department. In special circumstances, the ACPG may recommend any subsequent changes in the research topic and forward it through the Head of the Department to CASR for approval.

9.2.2. Ph. D.

After the successful completion of the Comprehensive Examination a student shall submit a research proposal to the DSC through the supervisor(s). The DSC shall examine the proposal and recommend it for the approval of the CASR through the Head of the Department. In special circumstances, the DSC may recommend any subsequent changes in the research topic and forward it to CASR for approval through the Head of the Department.

- 9.3. The project/research work should normally be carried out in the University. However, if necessary, the supervisor can allow his/her student to carry out the research work outside the University with the approval of the ACPG in the case of M. Sc.Eng./M.Sc./M. Phil. student or with the approval of the DSC in the case of Ph. D. student. The work schedule and financial involvement should be mentioned in the research proposal for carrying out research work.

- 9.4. At the end of a student's research work on the advice of the supervisor the student shall submit a thesis which must be an original contribution to engineering/sciences and worthy of publication. Every student shall have to submit required number of printed copies of his/her thesis/project dissertation in the approved format to the Head of the Department through his/her supervisor on or before a date to be fixed by the Head of the Department in consultation with the supervisor(s).

- 9.5. A student shall have to declare that he/she has carried out the project/research work and it not been submitted elsewhere for any purpose, except for publication, duly countersigned by the supervisor(s).

9.6. Project/ Thesis Examination

9.6.1. M. Sc. Eng. Project/Thesis, M. Sc. Project/Thesis and M. Phil. Thesis

9.6.1.1. The CASR shall constitute an examination committee for each project/thesis examination and oral examination from the panel of examiners proposed by concerned Head of the Department in consultation with supervisor(s) and recommended by the concerned ACPG. The examination committee shall be as follows:

i) Supervisor	Chairman
ii) Joint supervisor/Co-supervisor (if any)	Member
iii) Head of the Department	Member
iv) One or two teachers from within the department/faculty not below the rank of Assistant Professor.	Member
v) One external Examiner outside the University	Member (External)

9.6.1.2. The supervisor(s) and the external examiner shall examine the thesis/dissertation; whereas the examination committee shall assess the performance in the oral examination only.

9.6.1.3. If any examiner is unable to accept the appointment or wants to relinquish his/her appointment before the examination, the Vice-Chancellor shall appoint another examiner from the panel.

9.6.2. Ph. D. Thesis

9.6.2.1. Each student has to submit 10 (ten) copies of synopsis at the end of the research work and has to appear in an Oral Examination arranged by the Chairman of DSC. After satisfactory completion of the Oral Examination the student shall submit at least 5 (five) printed copies of the thesis in the final form to the Head of the Department through the supervisor in the approved format.

- 9.6.2.2.** The DSC will propose a panel of external examiners for each thesis. Board of Examiners shall consist of the DSC and 2 (two) more external examiners, at least one from outside the country, from the relevant field to be appointed by the Vice-Chancellor in consultation with the thesis supervisor. The supervisor shall act as the Chairman of the Board of Examiners. A copy of the thesis is to be sent to each external examiner for evaluation and written opinion.
- 9.6.2.3.** If any examiner is unable to accept the appointment or wants to relinquish his/her appointment before the examination, the Vice-Chancellor shall appoint another examiner from the panel in his/her place, without further reference to the DSC. The Vice-Chancellor may also appoint a third external examiner, if referred by the DSC in case of major contradiction to the external examiners' viewpoint.
- 9.6.2.4.** On receipt of satisfactory report from the thesis examiners, an oral examination shall be arranged on a date or dates fixed by the Chairman of DSC in which the student shall defend his/her thesis. The student must satisfy the Board of Examiners as constituted under Art. 9.6.2.2 that he/she is capable of intelligently applying the results of his/her research to the solution of the problems and of undertaking independent research work. Besides he/she should show the evidence of satisfactory knowledge related to the theory and technique used in his/her research work.
- 9.6.2.5.** In case a student fails to satisfy the Board of Examiners in thesis and/or Oral Examination, he/she shall be given one more chance to resubmit the thesis and/or re-appear in Oral Examination as recommended by the Board of Examiners.
- 9.6.2.6.** A student may be awarded an M. Sc. Eng./M. Phil degree on the recommendation of the supervisor, if the student fails to qualify for the award of Ph. D degree.

10. Striking off and removal of names from the rolls

The name of the student shall be struck off and/ or removed from the rolls of the University on the following grounds:

- i) Unsatisfactory progress of the student reported by the supervisor through the ACPG and approved by the CASR.
- ii) Failing to proceed with the program according to the Art. 6.8. and 6.9 of this ordinance.
- iii) Forced to discontinue his/her studies under disciplinary rules.
- iv) Withdrawal of his/her name from the roll-sheet of the University.
- v) Non-payment of dues of the University and the Halls of residence within a prescribed period.

11. Academic fees:

The amount of academic fees shall be decided by the University from time to time.

12. Refund of Fees:

12.1. A student withdrawing officially from all courses and/or including thesis/project as per Art 10(iv) is entitled to get a refund of the course registration fees provided he/she withdraws in writing through the respective Head of the Department before the expiry of two working weeks from the commencement of the classes. Thesis/project registration fees in any case are not refundable.

12.2. In case of Art.10(ii) or after successful completion of the course, a student can get refund of University and Hall caution money after producing the clearance from all concerned.

13. Admission Co-ordination Committee for Post-graduate studies:

The Post-graduate Admission Co-ordination Committee shall consist of the following members:

- i) Vice-Chancellor, who shall also be the Chairman
- ii) Pro-Vice-Chancellor (if any)
- iii) All Deans
- iv) Director (Research and Extension), who shall also be its Secretary
- v) All Post-graduate degree offering Head of the Departments.

The Committee will decide upon the number of students to be admitted to any department each year on the basis of the present facilities of the said department.

14. Extension of time for completion of Degree:

The application for extension of time span of a student should be processed through the CASR. A recommended proforma may be used for this purpose. The application must be submitted within 6 (six) months after the normal time span has elapsed.