

COURSE POLICY (including plagiarism, academic honesty, attendance, etc.)

ATTENDANCE

ATTENDANCE POLICY (A uniform attendance policy as specified below shall be followed)

- **At least 75% attendance in each course is mandatory.**
- **A maximum of 10% shall be allowed under On Duty (OD) category.**
- Students with **less than 65% of attendance** shall be prevented from writing the final assessment and **shall be awarded 'V' grade.**

ACADEMIC DISHONESTY & PLAGIARISM

- Possessing a mobile phone, carrying bits of paper, talking to other students, copying from others during an assessment will be treated as punishable dishonesty.
- Zero mark to be awarded for the offenders. For copying from another student, both students get the same penalty of zero mark.

The departmental disciplinary committee including the course faculty member, PAC chairperson and the HoD, as members shall verify the facts of the malpractice and award the punishment if the student is found guilty. The report shall be submitted to the Academic office. The above policy against academic dishonesty shall be applicable for all the programmes

MODE OF CORRESPONDENCE

1. All the students are advised to come to the class regularly. All the correspondence (schedule of classes/ schedule of assignment/ course material/ any other information regarding this course) will be intimated in the class only.

ASSESSMENT

1. Attending all the assessments (Assessments 1-4) are MANDATORY for every students.

COMPENSATION ASSESSMENT

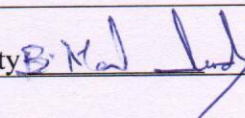
1. If any student is not able to attend Assessment-1 (1st Cycle Test) / Assessment-2 (2nd Cycle Test) due to medical or genuine reason, student is permitted to attend the Compensation Assessment with 20% weightage of 100 (20 marks).
2. In any case, retest will not be considered as an improvement test.

ADDITIONAL INFORMATION

1. The faculty is available for consultation at times as per the intimation given by the faculty.
2. Queries (if required) to the course teacher shall only be emailed to the Email ID specified by the teacher (malark@nitt.edu)
3. Queries may also be emailed to the Class-Committee Chairperson at bhaskar@nitt.edu

FOR APPROVAL

Course Faculty



CC-Chairperson



HOD

