



EXAMINATION MANUAL (2008)

CHAPTER - 6

Promotion Rules & Fee Schedule

(Form No. 601-605)



Examination Manual (2008)

Chapter-6

Rules

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Rajasthan Technical University, Kota

Promotion/Passing Rules for B.Tech. (4 Yr. Course) & B.Arch. (5 Yr. Course)

Session: 2006-07

A. Maximum Duration of Course:

Must Pass the 4 year B.E.Course with a maximum duration of 8 years (for B.Arch. 10 Years) in maximum 4 chances in each subject.

B. Passing Percentage:

(i)	Term Test -	NIL
(ii)	End Term/ Sessional -	30%
(iii)	Total of (i) & (ii)	40%

C. Promotion Rules:

A Student may be promoted to the higher class only when he/she has passed at least in 25% of the theory papers and 25% of the practical and sessional subjects, separately (combined for the both semester of the year).

Session: 2007-08

A. Maximum Duration of Course:

Must Pass the 4 year B.E.Course with a maximum duration of 8 years (for B.Arch. 10 Years) in maximum 4 chances in each subject.

B. Passing Percentage:

(i)	Term Test -	NIL
(ii)	End Term/ Sessional -	30%
(iii)	Total of (i) & (ii)	40%

C. Promotion Rules:

A Student may be promoted to the higher class only when he/she has passed at least in 25% of the theory papers and 25% of the practical and sessional subjects, separately (combined for the both semester of the year).

Rajasthan Technical University, Kota

Promotion/Passing Rules for MBA (2 Year PG Course)

Session: 2006-07

A. Maximum Duration of Course:

No candidate shall be permitted to appear at Part-II examination after a gap of four years from the date of admission to the MBA Part-I

B. Passing Percentage:

- (i) 36% both the external and internal examination.

C. Promotion Rules:

- (i) Students shall clear at least 50% papers of the total paper offered in MBA Part-I securing at least 36% marks in each paper and 48% in the aggregate.

Session: 2007-08

A. Maximum Duration of Course:

Maximum time allowed for completing the MBA course shall be 4 years from the year of admission.

B. Passing Percentage:

- (i) Minimum passing marks in theory subjects in end term exam shall be 40%
- (ii) Minimum passing marks including theory and sessional shall be 50%
- (ii) Minimum passing marks in viva/project shall be 50%

C. Promotion Rules:

- (i) Student shall be eligible for provisional promotion to the next year provided he/she does not fail in more than 5 theory/practical/project subjects on the basis of combined result of both semester examinations of a particular academic year,.

Rajasthan Technical University, Kota

Promotion/Passing Rules for MCA (3 Year PG Course)

Session: 2006-07

A. Maximum Duration of Course:

A candidate must pass the MCA course within 5 year of the initial admission to the course.

B. Passing Percentage:

The minimum marks for passing each theory/lab examination shall be 40% separately in the semester examination and internal assessment.

C. Promotion Rules:

- (i) Students must have passed in at least 7 of the theory paper prescribed in the both semester of the year.

Session: 2007-08

A. Maximum Duration of Course:

A candidate must pass the MCA course within 5 year of the initial admission to the course

B. Passing Percentage:

The minimum marks for passing each theory/lab examination shall be 40% separately in the semester examination and internal assessment.

C. Promotion Rules:

- (i) Students must have passed in at least 7 of the theory paper prescribed in the both semester of the year.

RULES FOR THE AWARD OF GRACE MARKS
(As per UOR)

A. UNDER GRADUATE/ POST GRADUATE (MAIN/SUPPLYMENTARY EXAMINATIONS UNDER THE FACULTIES OF ENGINEERING & TECHNOLOGY.

Grace marks to the extent of 1% of the aggregate marks prescribed for an examination will be awarded to a candidate failing in not more than 25% of the total number of theory papers, practicals, sessionals, dissertation, viva-voce and the aggregate, as the case may be in which minimum pass marks have been prescribed; provided the candidate passes the examination by the award of such Grace marks. For the purpose of determining the number of 25% of the papers, only such theory papers practicals, dissertation, viva-voce etc. would be considered, of which, the examination is conducted by the University.

N.B.- If 1% of the aggregate marks or 25% of the papers works out in fraction, the same will be raised to the next whole number. For example, if the aggregate marks prescribed for the examination are 450, grace marks to the extent of 5 will be awarded to the candidate, similarly, if 25% of the total papers is 3.2, the same will be raised to 4 papers which grace marks can be given.

General:-

1. A candidate passes in a per/ practical or the aggregate by the award of grace marks will be deemed to have obtained the necessary minimum for a pass in that paper/ practical or in the aggregate and shown in the marks sheet to have passed by grace. Grace marks will not be added to the marks obtained by a candidate from the examiners nor will the marks obtained by the candidate be subject to any deduction due to award of grace marks in any other paper/ practical or aggregate.
2. If a candidate passes the examination but misses First or Second Division by one mark, his aggregate will be raised by one mark so as to entitle him for the first or second division, as the case may be. This one mark will be added to the paper in which he gets the least marks and also in the aggregate by showing +1 in the tabulation register below the marks actually by the candidate. The marks entered in the marks-sheet will be inclusive of one grace mark and it will not be shown separately.
3. Non appearance of a candidate in any paper will make him ineligible for grace marks. The place of a passed candidate in the examination list will, however be determined by the aggregate marks he secures from the examiners, and he will not, by the award of grace marks, become entitled to a higher division.
4. Distinction won in any subject at the examination is not to be forfeited on the score that a candidate has secured grace to pass the examination.

Note:- The Grace marks will be awarded only, if candidate appears in all the papers prescribed for the examination.



Rajasthan Technical University, Kota

No. F (23) 3.11/ 06/RTU-Exam /2007-08/
12/02/2008

Dated:

OFFICE ORDER

Hon'ble Vice-Chancellor is pleased to revise the fee structure for Enrollment of the students of the various colleges under the control of Rajasthan Technical University, Kota with immediate effect as below:-

S. No.	Activity/Item	Fee in Rs.
1.	Enrollment Fee including cost of one set of enrollment form (i.e. Rs. 50/-) [issue of last date for submission of enrollment forms every year by the University.]	
	• Raj. Board/Universities in Raj. State/Board of Technical Education, Jodhpur	Rs. 200/-
	• CBSE & other Central Boards (IGNOU, NIOS)	Rs. 300/-
	• Other than Raj. & Central board/University in India	Rs. 500/-
	• All other cases (NRI, Foreign students)	Rs. 5000/-
2.	Issue to Duplicate Enrollment card	Rs. 100/-
A.1 Late Fee for Enrollment in addition to normal fee (per student)		
1.	Student Late fee Last date for submission of Enrollment forms every year.	Normally October, 15th or within 15 days of the candidate admitted whichever is later
	• delays of upto 15 days	Rs. 100/-
	• Beyond 15 days upto Nov. 30, every year	Rs. 250/-
	• For submission of documents separately after submission of enrollment form (Each Installment)	Rs. 250/-
2.	Late fee to be paid by colleges (Payable for delay in forwarding the information/documents) at first time.	Rs. 1000/- per day of delay
3.	a) Mistakes/lapses committed by the college.	Rs. 500/- per form penalty subject to max. penalty of Rs. 10,000/-
	b) Mistakes/lapses removed within a week's time from the date of the information sent to the college otherwise Rs. 1000/- per day (late receipt of completed document with removal of mistakes/lapses) will be further imposed on college in addition to Rs. 10,000/-.	-----

FORM NO.: RTU/EXM/604-2

This office order supersedes all the orders issued previously for Enrollment fee late fee of the University.

CONTROLLER OF EXAM.

No. F (23) 3.11/ 06/RTU-Exam /2007-08/

Dated: 12/02/2008

Copy to the following for information & necessary action:-

1. Director-UCE, RTU, Kota
2. The Registrar,
3. The Finance Officer,
4. All Principals of the college/Institute under the jurisdiction of RTU
5. S.O. to V.C.
6. All Special Officers (Exam)
7. All the A. R.
8. Guard file

CONTROLLER OF EXAM.



Rajasthan Technical University, Kota

No. F (23) 3.11/ 06/RTU-Exam /2007-08/

Dated: 14/02/2008

OFFICE ORDER

Course		Fee in Rs.
Under Graduate	Main Exam. For examination conducted annually	Rs. 1000/- per examination for annual scheme
	For examination conducted per semester without project work	Rs. 750/- per semester
	For examination conducted per semester with project work	Rs. 1000/- per semester
	Back Exam. For examination conducted annually	Rs. 250/- each subject with maximum equal to fee for main examination
	For examination conducted per semester	
	Back Exam. Project Exam.	Rs. 250/-
	Improvement in sessional and/or term tests	Rs. 50/- per subject
Post Graduate Degree & Diploma	Main Exam. For examination conducted annually	Rs. 1500/-
	For examination conducted per semester	Rs. 1000/-
	Back Exam. For examination conducted annually	Rs. 250/- each subject with maximum equal to fee for main examination
	For examination conducted per semester	
	Thesis/Project	Rs. 500/-
Doctoral/Post Doctoral	Student Registration	Rs. 1000/-
	Renewal of Registration	Rs. 750/-
	Synopsis presentation	Rs. 1500/-
	Thesis Submission including Evaluation	Rs. 1500/-
	Re-submission of thesis if re-evaluation by previous examiner has been desired	Rs. 1500/-

B.1 Examination Late fee (In addition to examination fee)

1.	Student Late fee <ul style="list-style-type: none"> Delay upto 10 days 	Equal to the examination fee
	<ul style="list-style-type: none"> Beyond 10 days but not beyond 15 days of the last date without late fee (explicit written permission from V.C., RTU shall be obtained by the student). 	Double the examination fee
2.	Late fee to be paid by colleges (Payable for delay in forwarding information /documents)	Rs. 500/- per day of delay
3.	a) Mistakes/lapses committed by the college	Rs. 250/- per form as penalty subject to max. penalty of Rs. 5,000/-
	b) Mistakes/lapses removed within a week's time from the date of the information sent to the college, otherwise Rs. 500/- per day (late receipt of completed document with removal of mistakes/lapses) will be further imposed on college in addition to Rs. 5,000/-	-----

C. Fee for Degree, Provisional Certificate and Consolidated Mark Sheets at the end of course (To be deposited with the examination fee for the examination after which the degree is schedule to be awarded). **Rs. 500/-**

D. Re-valuation Fee: Rs. 200/- Each theory subject. No revaluation permitted if the candidate has appeared in the subject as a candidate for back examination.

E. Miscellaneous Fee

S.No.	Item	Fee
1.	Extra copy of Enrollment form	Rs. 50/-
2.	Extra copy of Examination form	Rs. 100/-
3.	Duplicate admit card by the University	Rs. 100/-
4.	Duplicate Mark list for annual/semester examination	Rs. 150/- each mark sheet+Rs.50/- for each elapsed academic year
5.	Issue of consolidated mark sheet for each academic session	Rs. 300/- each academic session+Rs.50/- for each elapsed academic year
6.	Duplicate copy of consolidated mark sheet for the course	Rs. 500/- each mark sheet+Rs.50/- for each elapsed academic year
7.	Duplicate copy of provisional certificate	Rs. 500/- + Rs. 50/- for each elapsed academic year
8.	Duplicate Degree	Rs. 1000/- + 50/- for each elapsed academic year
9.	Issue of verified and sealed transcripts	Rs. 200/- each transcript
10.	Correction in mark sheets	Rs. 100/- each mark sheet

11.	Change of Name of student*	Rs. 1000/-
12.	Change of Branch of student*	Rs. 250/-
13.	Change of college of student*	Rs. 1000/-
14.	Verification of genuineness of student record	Rs. 150/- each set
15.	Late submission of marks or each component i.e. practical, sessional, term test, Internal assessment (To be paid by college)	Rs. 1500/- per subject per examination per component.

* Student affected by this activity after the enrollment, are required to re-apply for getting the revised-enrollment no. with prescribed fee as above.

This office order supersedes all the orders issued previously for Examination fee with late fee of the University.

CONTROLLER OF EXAM.

No. F (23) 3.11/ 06/RTU-Exam /2007-08/

Dated: 14/02/2008

Copy to the following for information & necessary action:-

1. Finance Officer, RTU
2. Principals of University Constituent College/Affiliated College,
3. P.S. to V.C., RTU
4. P.S. to Registrar, RTU
5. All the Asstt. Registrars/Section Officers, RTU
6. Guard file

CONTROLLER OF EXAM.