STATE BOARD OF TECHNICAL EDUCATION, KERALA
Directorate of Technical Education, Thiruvananthapuram, Kerala

Diploma 2026 Curriculum - Rules & Regulations

Rules and Regulations for Diploma Programmes in Engineering and Technology / Commercial Practice / Management in the Polytechnic Colleges recognized by the State Board of Technical education, Kerala

Outcome Based Curriculum - REVISION 2026

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PREFACE

Curriculum serves as the foundation upon which the educational edifice is built. To remain relevant, effective, and aligned with emerging technological advancements, curriculum requires continuous review and timely revision. In the rapidly evolving fields of Engineering, Technology, Management, and allied disciplines, periodic updation of curriculum is essential to ensure that learners acquire contemporary knowledge, professional competence, and industry readiness.

The State Board of Technical Education, Kerala, being the affiliating body of Polytechnic Colleges in the State, is entrusted with the responsibility of framing rules and regulations for the conduct of diploma education. The periodic curriculum revision of diploma programmes under the Board is undertaken by the State Institute of Technical Teachers Training and Research (SITTTR), under the guidance of the Directorate of Technical Education, Kerala.

The Diploma Curriculum Revision 2026 is the outcome of a systematic, consultative, and academically rigorous process aimed at modernizing diploma education in the State. The revised curriculum has been developed in alignment with the principles of Outcome Based Education (OBE), National Credit Framework (NCrF), and emerging national standards in technical education. It seeks to measure student progress through clearly defined Program Educational Objectives (PEOs), Program Outcomes (POs), and Course Outcomes (COs), thereby ensuring transparency, accountability, and quality in learning.

The curriculum revision process was initiated through a Curriculum Revision Academic Committee, wherein broad guidelines and the roadmap for revision were formulated. A total of 44 diploma programmes, out of which similar ones were grouped into allied branches, and Conveners and Co-conveners were nominated for each group to coordinate the revision activities. Subsequently, a series of online meetings and offline workshops were conducted for the Conveners and Co-conveners to familiarize them with the NCrF-aligned curriculum structure and the proposed academic framework. A second-level workshop was later organized to develop the draft curriculum scheme for each programme. Following detailed deliberations, the draft schemes prepared for all programmes were presented before the respective group-wise Boards of Studies (BoS). Suggestions received from experts were duly incorporated, and the schemes were refined and finalized. To ensure quality and consistency in syllabus preparation, Co-conveners identified suitable subject experts as setters and scrutinizers for

various courses. Dedicated workshops were conducted to orient these experts on the prescribed syllabus template, curriculum design principles, and the fundamentals of Outcome Based Education. Separate expert committees were also constituted for common courses, Basic Sciences, and Humanities subjects. Through structured meetings held, the contents of these subjects were prepared and integrated into the curriculum framework. Syllabus finalization meetings of setters and scrutinizers were conducted to review, refine, and finalize the detailed contents of each course. The completed curriculum scheme and syllabi were thereafter placed before the respective Boards of Studies for approval.

The revised curriculum is designed to promote academic flexibility, multidisciplinary learning, employability, entrepreneurship, and lifelong learning. It incorporates contemporary courses, skill-oriented learning experiences, internships, project-based learning, value addition through co-curricular activities, and opportunities for internship. The curriculum also emphasizes ethical values, environmental consciousness, digital competence, communication skills, and innovation.

This Curriculum Rules and Regulations document is therefore presented as a comprehensive academic framework for Diploma Programmes in Engineering, Technology, Commercial Practice, and Management under the State Board of Technical Education, Kerala. It is expected that this revision will significantly enhance the quality of diploma education and produce competent, socially responsible, and future-ready diploma graduates.

1. DEFINITIONS

Unless the context otherwise requires, the following words and expressions used in these Regulations shall have the meanings hereby assigned to them:

1. Academic Calendar

Academic means the schedule of academic activities to be carried out during an academic year, as prescribed and notified by the State Board of Technical Education, Kerala.

2. Academic Council

In relation to a Polytechnic, means a committee comprising the Heads of Department and the Office Superintendent, with the Principal as the Convenor, constituted for ensuring the effective implementation of all academic activities, including curricular, co-curricular, extracurricular, and other activities envisaged for the proper implementation of the Outcome Based Curriculum.

3. Academic year

Academic Year means, in relation to a programme, a period of ten months extending over two successive calendar years, comprising instructional periods, holidays, and examinations, and shall invariably consist of two semesters, namely the Odd Semester and the Even Semester.

4. Activity Points

Activity Points are the points awarded to students for participation and achievement in approved extracurricular, co-curricular, and other institutional activities during the prescribed semesters of the programme.

5. Audit Course

Audit Course means a compulsory non-credit course prescribed as part of the curriculum, which shall be successfully completed by a student as a mandatory requirement for the award of the Diploma.

6. Basic Science Course

Basic Science Course means a course providing scientific fundamentals relevant to technical education.

7. Bridge Course

Bridge Course means an additional course prescribed to compensate learning gaps of students admitted under Lateral Entry and Working Professional Schemes.

8. Contact Hours / Instructional Hours

A theory, tutorial, or practical session of sixty (60) minutes duration shall constitute one Contact Hour / Instructional Hour.

9. Continuous Internal Assessment (CIA)

Continuous Internal Assessment (CIA) means the evaluation conducted during the semester through tests, assignments, practical performance, attendance, seminars or other approved methods.

10. Controller of Technical Examinations (CTE)

Controller of Technical Examinations (CTE) Kerala shall be responsible for the conduct of examinations, publication of results, and all matters incidental or connected thereto.

11. Course

Course means a distinct component of study offered in a particular semester, constituting an individual subject or learning unit, and may include theory, practical, practicum, PBL, seminar, project work and internship.

12. Course Categories

Course Categories mean the classification and distribution of courses prescribed for a programme, namely: Humanities and Social Sciences, Basic Sciences, Engineering Sciences, Programme Basic Courses, Programme Core Courses, Programme Elective Courses, Open Elective Courses, Project Work, and Project-Seminar-Internship(PSI).

13. Course Outcomes (COs)

Course Outcomes are the predefined statements specifying the knowledge, skills, competencies, and attitudes to be attained by students upon successful completion of a course. These outcomes shall be aligned with and mapped to the relevant Program Outcomes and Graduate Attributes.

14. Credit

Credit means the academic weightage assigned to a course in the curriculum, generally calculated as the sum of the weekly lecture hours and one-half of the weekly practical/drawing hours allotted for the course. A student shall earn the prescribed credits for a course upon successful completion of the course in accordance with the curriculum and on satisfying the requirements and criteria prescribed by the State Board of Technical Education Kerala.

15. Curriculum

Curriculum for a programme means the published document prepared and issued by the State Board of Technical Education, specifying the educational objectives, programme outcomes, and the integrated sequence of courses, subjects, and areas of study to be covered under the programme.

16. Diploma

Diploma means the academic credential awarded by the State Board of Technical Education to a candidate upon the successful completion of the programme in accordance with the provisions of the prescribed curriculum.

17. Elective Courses

A. Program elective course - from branch specific emerging areas
B. Open elective course - from other Interdisciplinary and /or emerging subjects as specified in the curriculum concerned

18. End Semester Examination (ESE)

End Semester Examination (ESE) means the examination conducted by the Controller of Technical Examinations at the end of a semester.

19. Engineering Science Course

Engineering Science Course means a course applying principles of science and mathematics to engineering practice.

20. Faculty Advisor

Faculty Advisor means a teacher designated to be in charge of a particular batch of students of a programme and entrusted with the responsibility of monitoring,

guiding, and coordinating the academic, co-curricular, and other related activities of the batch.

21. Grade and Grade Point

Grade means the letter symbol indicating the level of performance of a student in a course and Grade Point means the numerical value assigned to a grade for computation of SGPA and CGPA.

22. Humanities and Social Science Course

Humanities and Social Science Course mean a course intended to develop communication skills, ethics, management awareness, social understanding and related competencies.

23. Institution

Institution / Polytechnic College means any Government, Aided, Government Cost-sharing, Self Financing or other institution approved by the Government and affiliated to the Board for conducting Diploma programmes.

24. Internal Quality Assurance Cell (IQAC)

Internal Quality Assurance Cell (IQAC) means the body constituted in an institution for carrying out institution-level academic quality assurance and academic audit functions. The Internal Quality Assurance Cell (IQAC) of each college shall oversee, monitor, and facilitate all academic activities of the institution to ensure the maintenance and continuous improvement of academic standards.

25. Internship Pathway

Internship Pathway means the approved mode of completing specified semester requirements through internship-based learning.

26. Lateral Entry Scheme

Students possessing the qualifications and eligibility criteria prescribed by All India Council for Technical Education from time to time shall be eligible for admission directly to the third semester of a Full-Time Diploma Programme under the Lateral Entry Scheme.

27. Student Learning Outcome

Student Learning Outcomes shall define the nature, extent, and depth of learning that students are expected to attain upon completion of the prescribed lecture, module or course. These outcomes shall be stated as broad measurable statements indicating the levels of knowledge, skills, and attitudes to be achieved by students, formulated in accordance with the predefined levels of Bloom's Taxonomy.

28. Program outcomes/Graduate attributes

Program Outcomes, also referred to as Graduate Attributes, are the predefined statements that specify the knowledge, skills, competencies, and professional attitudes expected to be attained by students upon successful completion of a Diploma Programme, as prescribed by the National Board of Accreditation (NBA) from time to time.

29. Programme

Programme means the complete course of study, including the curriculum, instructional requirements, assessments, and examinations prescribed therefor, leading to the award of the Diploma.

30. Rollout

Rollout means removal of a student from the rolls of an institution on account of prolonged absence or other reasons as per rules.

31. Scheme

Scheme means the semester-wise distribution of courses, credits, contact hours, and other academic requirements of a programme.

32. Semester

Semester means a period of five months within an academic year, comprising instructional periods, examinations, and holidays. The Odd Semester of an academic year shall ordinarily extend from June to October, and the Even Semester shall ordinarily extend from November to March.

33. State Board of Technical Education (SBTE)

State Board of Technical Education (SBTE) means the body functioning under the Higher Education Department, Government of Kerala, entrusted with the regulation,

supervision, and administration of matters relating to Diploma-level programmes and other certificate courses conducted under the Department of Technical Education in the State of Kerala.

34. State Institute of Technical Teachers Training and Research (SITTTR)

State Institute of Technical Teachers Training and Research, Kerala is entrusted with curriculum development, academic planning and monitoring, faculty development, and other related academic functions.

35. Student

Student means a candidate who has been duly admitted to and registered for a programme of study in accordance with the prescribed rules and regulations of the institution.

36. Tutorial Hours

Tutorial hours mean the scheduled interactive Teaching–Learning sessions conducted for the purpose of problem solving, discussions, clarification of lecture content, guidance on assignments, and reinforcement of concepts taught during regular class hours.

37. Working Professional Scheme

The Working Professional Diploma Scheme provides flexible, part-time education designed for employed individuals to upgrade their technical skills without leaving their jobs. These programs feature weekend or evening classes, bridging the gap between industry experience and academic qualifications through practical-oriented, short-term training. Designed for quick career advancement and promotion, these diplomas allow professionals to stay competitive in their respective engineering fields.

2. RULES & REGULATIONS

1. GENERAL

1.1 This shall be called the rules and regulations of the State Board of Technical Education (SBTE) Keralam for the Diploma Programmes in Engineering and Technology / Commercial Practice /Management.

1.2 These regulations, and any amendments thereto issued from time to time, shall be applicable to Students admitted to Part-time Diploma Programme(s) from the academic year 2026–2027 and from the academic year 2027-2028 for Lateral Entry Scheme, Working Professional Diploma Programme(s).

1.3 These regulations shall also be applicable to any new Diploma programme(s) that may be introduced in this revision.

1.4 The SBTE has the right to modify the regulations from time to time. The decision of the SBTE shall be final and binding, in all matters related to the regulations.

2. ADMISSION

2.1 The SBTE shall, from time to time, determine the admission policies, eligibility criteria and procedures for admission.

2.2 The SBTE shall revoke the admission of a candidate if, at any time after admission, it is found that the candidate has not fulfilled any of the requirements stipulated by the State Board.

2.3 Restriction on Programme Change

No student shall be permitted to change the Programme to which he/she is admitted after the admission process is completed by the competent authority.

2.4 A student admitted to a particular Polytechnic College shall continue studying in that institution until the completion of the Programme, unless he/she is permitted an inter-Polytechnic College transfer as per the prevailing norms.

3. STRUCTURE OF DIPLOMA PROGRAMME

3.1 Duration of Diploma Program

The duration of the Diploma Programme shall be three (3) academic years, consisting of six (6) consecutive semesters.

Lateral Entry Scheme/Working Professional Scheme

Students admitted under the Lateral Entry Scheme/Working Professional Scheme shall be directly admitted to the second year. They shall complete the bridge courses/additional courses, if any, as notified by the AICTE and SBTE.

3.2 Credit System

The Diploma programme follows the credit system. The number of instructional hours of a course per week decides the credit. Usually, the pattern is as below:

1 Hour of Lecture (L) per week	1 credit
1 Hour of Tutorial (T) per week	1 credit
2 Hours of Practical (P) per week	1 credit
3 Hours of Seminar (S) per week	1 credit
2 Hours of Project (R) per week	1 credit

3.3 The curriculum of all Diploma programmes shall have a total of 120 academic credits and 4 additional credits which include one credit through Digital 101 Course (Skill Enhancement Course) and 3 credits through Summer Internship.

Lateral Entry Scheme/Working Professional Scheme

Students admitted under the Lateral Entry Scheme/Working Professional Scheme shall be exempted from the first and second semester courses and Digital 101 Course (Skill Enhancement Course) and the corresponding credits shall be deemed to have been earned.

3.4 Internship pathway

An Internship pathway is offered in the sixth semester in lieu of the regular mode. Students may opt for the Internship pathway, subject to the conditions specified in Clause 12.

3.5 Academic Year Structure

Every academic year shall have two semesters - Odd semester and Even semester. Odd semester shall span from June to October and Even semester shall span from November to March.

A semester shall have 75 working days. There shall be 6 (six) periods of one hour duration of instruction each day for 5 days per week.

3.6 Every Diploma programme shall have a curriculum, Programme scheme and syllabus approved by the State Board of Technical Education. Handbook shall be made available for the implementation of 2026 Diploma Curriculum. The Handbook shall be revised by SITTTR as and when required with the approval of SBTE.

3.7 Academic Calendar

The Academic Calendar, indicating all academic activities in a semester, shall be published by the State Institute of Technical Teachers Training and Research (SITTTR) at the beginning of each semester.

The Academic Calendar shall include details of all academic activities such as semester registration, commencement and completion of the semester, schedule of internal examinations, dates for publishing attendance and internal marks, schedule of end-semester examinations, dates of extra-/co-curricular activities, internship periods, vacation period, etc.

3.8 Medium of Instruction

The medium of instruction shall be English. All examinations, project/seminar reports, and presentations shall be conducted in English.

4. COURSE CATEGORIES

4.1 The courses in the Diploma Programme are categorised into the following course categories, as listed in the table below.

Course Type	Code	No. of courses	Total Credits	No. of hours/week
Humanities and Social Science	HS	3	3	9
Basic Science	BS	4	17	20
Engineering Science	ES	6	14	21
Programme Core	PC	22	63.5	84
Programme Elective	PE	4	10	12
Open Elective	OE	1	4	4
Minor Project/ Major Project and Seminar	PSI	4	8.5	15
Sports & Wellness	SW	1	0	2
Total Academic Credits			120	
Digital 101 (Skill Enhancement Course)	PSI	1	1	30
Summer Internship	PSI	1	3	4 weeks
Total Credits			124	

4.2 Humanities and Social Science are courses that develop communication skills, ethical values, social awareness, and an understanding of human behavior and society, which are essential for professional practice.

Basic Sciences are courses that provide fundamental scientific knowledge essential for understanding engineering concepts and applications.

Engineering Sciences are courses that apply principles of basic sciences to engineering problems and form the theoretical foundation for core and specialized engineering subjects.

Programme Core courses are compulsory subjects that provide essential knowledge and skills specific to a particular Diploma Programme. These courses are fundamental to achieving the programme outcomes and must be completed by all students enrolled in the programme.

Programme Elective courses are subjects offered within the same programme that allow students to choose from a set of specialized or advanced topics. These courses enable students to gain deeper knowledge in selected areas of the programme while supporting programme outcomes.

Open Elective courses are subjects offered across different programmes or disciplines, allowing students to select courses outside their parent programme. These courses promote interdisciplinary learning and broaden the academic and professional perspective of students.

Minor Project is a short-duration course in which students apply acquired theoretical and practical knowledge to solve a defined problem under faculty guidance.

Major Project is a long-duration course undertaken by students to design, develop, or implement a comprehensive solution to an industry-relevant or real-world problem, demonstrating the attainment of programme outcomes.

Seminar is an academic activity that requires students to independently study a contemporary topic related to the programme and present it through a structured report and oral presentation.

Sports and Wellness aimed at promoting physical fitness, mental well-being, teamwork, discipline, and a healthy lifestyle among students through sports, games, yoga, physical training, and wellness-related activities.

Digital 101 (Skill Enhancement Course) offered during the summer vacation after the second semester, is intended to develop students' understanding of emerging technologies and their practical applications. Students shall undergo this one-credit online course through appropriate digital platforms as prescribed in the curriculum.

Summer Internship offered during the summer vacation is intended to bridge the gap between theory and real-world practice. Students shall undergo the internship in industries, organizations, or institutions relevant to their field of study

4.3 The modes of course delivery shall include Theory only, Theory with Tutorial, Theory with Laboratory/Practice, Theory with Project, Practical only. The L–T–P–R notation assigned to each course shall denote the weekly allocation of contact hours for Lectures (L), Tutorials (T), Practical (P), and Project work(R) .

4.4 Based on the content delivery, each course in the diploma programme is included in the following course types.

Content Delivery Method	Course Type
Theory Only, Theory with Tutorial	Theory
Laboratory/Practice based Theory	Practicum
Drawing	Drawing
Project Based Learning	PBL
Practical only	Lab
Project, Seminar, Internship	PSI

4.5 Project-Based Learning (PBL)

Project-Based Learning (PBL) is integrated into the curriculum with specific courses dedicated to project-based activities. These projects shall align with the course objectives and learning outcomes. Students shall undertake project(s) related to the course in consultation with the concerned faculty and complete them within the semester. Each programme shall include two project-based courses in its curriculum

4.6 Self-Study Hours (SS):

The curriculum provides for Self-Study Hours in addition to lecture, tutorial, practical/practice, and project hours. These hours denote the time allotted for independent learning undertaken by students outside the regular instructional schedule. Such learning may involve revisiting lecture materials, completing assignments, supplementary reading, practicing problems, or carrying out project-related work without direct supervision. The number of Self-Study Hours per week for each course is determined as follows:

$$\text{SS Hours} = 1.5 \times L + 1 \times T + 0.5 \times P + 0.5 \times R$$

4.7 Revised list of Program Elective courses on emerging areas and appropriate Open elective courses may be prepared by SITTTR every year. The same can be offered with due approval of SBTE.

5. PROGRAM REGISTRATION

5.1 Each student admitted to the Diploma Programme shall be offered default Programme registration. A unique Permanent Register Number (PRN) shall be issued by the Controller of Technical Examinations (CTE) to each student. This unique number shall be used for all references such as further semester registration, examination registration and other academic activities.

5.2 Programme registration shall be valid for 6 (six) academic years for Full time students and 7 (Seven) academic years for part time students and 5 (five) academic years for students admitted under Lateral entry and working professional scheme.

5.3 If a student fails to earn the Diploma within the period specified in clause 5.2, his/her registration shall be treated as cancelled and he/she will forfeit the credits already earned for the programme.

6. SEMESTER REGISTRATION

6.1 Every student admitted/promoted to a semester has to complete the semester registration at the beginning of each semester.

For First Semester and Third Semester Lateral Entry/ Working professional students the default semester registration shall be made along with programme registration.

6.2 The student shall register all the courses offered in a Semester. Students admitted through the Lateral Entry Scheme/Working Professional may additionally register for the prescribed bridge course(s) along with the corresponding semester registration.

6.3 Semester registration shall be carried out only through the SBTE Portal within the prescribed dates. The responsibility for completing the registration process within the stipulated time shall rest with the student. For any clarification, the student shall approach the Faculty Advisor/ Head of the Department or the Head of the Institution concerned

6.4 Registration for Digital 101 (Skill Enhancement Course) and Summer Internship shall be carried out in the SBTE portal along with the semester registration for the third and fifth semester respectively.

6.5 PROGRAM ELECTIVE

Programme Elective courses shall be offered in the Fifth and Sixth semesters of the Programme. Students shall register for Programme Elective courses along with the registration for the corresponding semester.

A minimum of twenty (20) students shall be required for the offering of a particular Programme Elective course. However, this requirement does not apply if the total number of students admitted to the programme is less than 20.

An option form for selecting electives shall be circulated to students at least two weeks before the commencement of the semester to facilitate timely registration

6.6 OPEN ELECTIVE

Each student shall register for one Open Elective course in the Sixth semester, offered by a Department other than the student's parent department within the same Polytechnic College.

An option form for selecting electives shall be circulated to students at least two weeks before the commencement of the semester to facilitate timely registration.

6.7 Students shall not be permitted to change their Programme Elective or Open Elective once the semester registration for that semester has been completed.

7. ATTENDANCE

7.1 Students are expected to maintain 100% attendance in each semester. A minimum of 75% attendance is mandatory to be eligible to appear for the end semester examination. However, the following relaxations are applicable

- A 2% relaxation shall be granted to eligible students as menstrual leave.
- A 5% relaxation shall be granted to differently abled students (PWD)

7.2 Duty Leave for Participation in Official Events

- Students participating in officially approved academic, co-curricular, or extracurricular activities may be granted duty leave.
- Such relaxation shall be permitted only with prior approval of the Principal, based on the recommendation of the Head of the Department, Faculty Advisor, and the concerned faculty in charge.
- The maximum duty leave that may be granted shall be up to 10 days per semester.
- The participation certificates/documents shall be submitted within ten days of the event, and applications received after this period shall not be considered under any circumstances.

7.3 Condonation

- In exceptional cases, such as medical reasons, condonation of attendance may be granted to the students whose attendance is below 75% but not less than 60% provided the student has already completed all the academic activities of the semester before the last working day of the semester.
- The application for condonation is to be submitted to the principal on or before the last working day of the semester with medical certificates issued by a registered medical practitioner not below the rank of an Asst. Surgeon.
- A student whose attendance is below 60% but not less than 50% shall apply for special condonation. Such special condonation shall be granted only once during the entire duration of the programme.
- The necessary conditions for special condonation are that
    - The student has passed at least 50% of the courses up to the previous semester

  - The student has completed all academic requirements necessary to appear for the semester examination.
  - The recommendation from the academic council of the college is mandatory for special condonation.
- The authorities granting the condonation are as follows
  - First condonation by Principal
  - Second condonation by RDTE/DTE as the case may be
  - Third condonation & Special condonation by DTE
- The total number of condonations, including special condonation, shall be limited to three during the entire duration of the programme. The fees for special condonation will be 1500 rupees.
- Students shall remit the prescribed fee, as fixed by the SBTE, to avail attendance condonation.

8. EXAM REGISTRATION

8.1 Every student has to complete the semester registration through the SBTE Portal within the prescribed dates.

8.2 The student should register all courses offered in that semester. The LET/WP students shall register for the prescribed bridge courses along with the regular courses.

8.3 The responsibility for completing the registration process within the stipulated time shall rest with the student. For any clarification, the student shall approach the Faculty Advisor/ Head of the Department or the Head of the Institution concerned.

8.4 Students shall register for the supplementary courses along with regular examination. The supplementary examination registration is possible in November and April examinations. The students are allowed to do piecemeal registration in all semesters.

9. ELIGIBILITY FOR APPEARING FOR EXAMINATION

9.1 Students shall satisfy the following criteria

- The student should have completed the Semester Registration and Exam Registration
- The student shall have satisfied the attendance criteria specified in Clause 7.
- The student shall have completed all academic activities as per Clause 9.2

9.2 Completion of Academic Activities:

- The student shall have completed the Continuous Internal Assessment (CIA) requirements for all courses offered in the semester. This shall include theory courses, laboratory work, practicum, PBL, workshop practice, seminars, drawing, minor/major project work, wherever applicable.
- All the Reports/Records shall be duly certified by the faculty in charge and the Head of the Department following the condition mentioned in Clause 9.3
- Successful completion of the "Digital 101" course shall be a prerequisite for appearing for the third semester (S3) examination. Similarly, successful completion of the Summer Internship shall be a prerequisite for appearing for the fifth semester (S5) examination.
- Successful completion of Minor Project and Seminar shall be a mandatory criterion for appearing in the End Semester Examination of the Fourth and Fifth semesters respectively.

9.3

- The faculty in charge and Head of Department shall ensure that at least 80% of the total experiments prescribed in the syllabus are conducted in each practical course, ensuring the coverage of all Course Outcomes.
- Certification of the record/report is granted if and only if the student has completed every practical experiment offered in that particular course.

9.4 Students shall secure a minimum of 40% marks in the Continuous Internal Assessment (CIA) for the courses that have only CIA as the sole mode of assessment (Eg: Minor Project, Seminar, Major Project- Phase I etc).

9.5 Students who failed to achieve required activity points prescribed for the awarding of Diploma programs shall not be eligible to appear for the sixth semester examinations.

10. SEMESTER ADVANCEMENT

10.1 The student shall be eligible for promotion to the next higher semester if he/she is eligible for appearing in the current semester examination.

11. DIGITAL 101 COURSE (SKILL ENHANCEMENT COURSE) & SUMMER INTERNSHIP

11.1 Digital 101 (Skill Enhancement Course)

- Students shall undergo a course titled Digital 101 (skill Enhancement Course) of 30-hour duration during the summer vacation following the second semester. The course shall carry one credit.
- All students, irrespective of the programme/branch, shall undergo this course.
- Students shall successfully complete the course before the commencement of the third semester.
- However, if a student is unable to complete the course within the stipulated period due to unavoidable reasons, he/she shall complete it during the third semester without affecting the regular classes.
- In such cases, the student shall produce the necessary supporting documents and must obtain the approval from the Academic Council of the Institution.

11.2 Summer Internship

- Students shall undergo a four-week course titled Summer Internship during the summer vacation following the fourth semester. The course shall carry three credits.
- All students, irrespective of the programme/branch, shall undergo this Internship.
- Students shall successfully complete the Internship before the commencement of the fifth semester.
- However, if a student is unable to complete the course within the stipulated period due to unavoidable reasons, he/she shall complete it during the fifth semester without affecting the regular classes.
- In such cases, the student shall produce the necessary supporting documents and must obtain the approval from the Academic Council of the Institution.

11.3 Summer Internship for Working Professional Scheme

(i) Students admitted under the Working Professional Scheme shall undergo a Socially Responsible Project of 50 hours duration in lieu of the Internship before the commencement of the fifth semester. Detailed guidelines shall be issued by the SITTTR.

OR

(ii) Students admitted under the Working Professional Scheme shall successfully complete a minimum 8 week or two 4 weeks SWAYAM MOOC course in lieu of the Internship before the end of the fifth semester examination. Students shall register the MOOC Course in such a way that the course shall be completed before the commencement of Fifth Semester.

12. INTERNSHIP PATHWAY

12.1 Students may opt for the Internship pathway in the sixth semester in lieu of the regular mode of study. However, the Internship pathway shall not be applicable to students admitted under the Working Professional Scheme.

12.2 The total number of credits in the sixth semester shall be 24. Of these, 17 credits shall be awarded based on the successful completion and evaluation of the Internship. Accordingly, the courses corresponding to these 17 credits shall be exempted, as specified in the respective programme curriculum and syllabus.

The following courses will be treated as equivalent to Sixth Semester Internship with 17credits

- Program Core course (Lab - 1.5 credits)
- Practical portion of Program Core Course (Practicum - 1.5 credits)
- Program Elective Course (Theory – 4 credits)
- Open Elective Course (Theory – 4 credits)
- Program Elective Course (Practical – 1.5 credits).
- Major Project Phase II (4.5 credits)

Students choosing the internship pathway will be exempted from SBTE evaluation of the above six courses.

12.3 The courses corresponding to the remaining 7 credits shall be assessed based on Continuous Internal Assessment (CIA) and End Semester Examination (ESE), in accordance with the normal assessment procedure specified in Annexures VI and V. The courses are:

- Theory portion of Program Core Course (Practicum - 3 credits)
- Program Core Course (Theory – 4 credits)

The CIA for these courses shall be based on online assignments and examinations. Students shall attend the ESE in accordance with the norms applicable to the regular pathway.

12.4 Guidelines regarding the selection of Internship, its evaluation, and other related matters shall be issued by the SITTTR from time to time.

13. ASSESSMENT

13.1 Students in each semester shall be assessed by Continuous Internal Assessment (CIA) and End Semester Examination (ESE) unless otherwise specified in the program specific curriculum and syllabus.

The ratio of Continuous Internal Assessment (CIA) to End Semester Examination (ESE) shall be as below:

Type of Course	Ratio	Marks	
		CIA	ESE
Theory Courses	2: 3	40	60
Project Based Learning	2: 3	40	60
Drawing Courses	2: 3	40	60
Practicum Courses	2: 5	40	100
Practicum Courses under Basic Science & Humanities category	2: 3	40	60
Laboratory/Workshop Courses	3: 2	60	40
Major Project-Phase II	3: 2	60	40
Seminar / Minor Project / Major Project-Phase I	CIA Only	100	-
Summer Internship/ Digital 101 Course (Skill Enhancement Course)	To be completed successfully		

13.2 Continuous Internal Assessment

- CIA shall be carried out on a continuous basis throughout the semester to assess the student's academic progress.
- The CIA shall be based on three assessment components - Attendance, Internal Examinations and Self Learning Activities.
- The Continuous Internal Assessment (CIA) shall be carried out using appropriate rubrics and shall be aligned with the cognitive levels of the revised Bloom's Taxonomy, as prescribed in the curriculum.
- Self-Learning Activities include assignments, case studies, activities, micro projects, mini projects, multiple-choice questions (MCQs), quizzes, and similar academic exercises.

- The evaluation pattern and weightage assigned to each component shall be as specified in Annexure I, unless otherwise prescribed in the programme curriculum.
- The faculty member(s) assigned to a course shall be responsible for carrying out the Continuous Internal Assessment (CIA) for that course.

14. END SEMESTER EXAMINATION

14.1

- End Semester Examinations shall be conducted by the Controller of Technical Examination (CTE) at the end of every semester.
- The ESE shall be held for all the courses twice in a year – November and April.
- The End Semester Examination (ESE) for each course shall be conducted by the CTE in accordance with the curriculum.
- The type of examination for each course shall be specified in the corresponding programme curriculum.
- The duration of Theory and Drawing type examinations shall be two hours and thirty minutes and shall carry a total of 60 marks, unless otherwise specifically mentioned in the respective programme curriculum.
- The valuation of theory courses with zero credit shall be carried out by the respective institution; however, the question paper will be provided by CTE. All other applicable criteria, such as revaluation, grace mark and the application of moderation shall remain unchanged.
- The pattern of the question paper shall be as outlined in Annexure V.
- The duration of Practical type examinations shall be three hours, unless otherwise specifically mentioned in the respective programme curriculum. The criteria for the award of marks in Practical Type Examination shall be as outlined in Annexure III.

15. AWARDING CREDITS FOR A COURSE

15.1

- The student shall secure a minimum of 40% marks in the End Semester Examination (ESE) and a minimum of 40% marks in the combined Continuous Internal Assessment (CIA) and ESE for all courses. However, if a course has only CIA, the student shall secure a minimum of 40% marks in the CIA, as specified in the course curriculum.
- For practicum courses, the student shall secure:
    - A combined minimum of 40% marks in both theory and practical in the End Semester Examination (ESE) and
    - A minimum of 40% marks in the combined Continuous Internal Assessment (CIA) and ESE.
- A student who has passed a course as per the above conditions shall be awarded the credit(s) allotted for that course in the programme curriculum.
- Minimum percentage of marks required for pass in various course categories are outlined in Annexure VI.

15.2 Reappearance: A student who has not satisfied the conditions laid down in Clause 15.1, for a course shall be required to reappear for the End Semester Examination (ESE) in the subsequent semester(s) for the award of credits for that course. The student shall be able to register for the failed subjects in the subsequent examinations. Piece-meal examination registration for reappearance of courses in a semester is permitted. The examination fee for each subsequent reappearance shall be decided by the CTE.

15.3 A student shall not be allowed to re-register for a course or reappear for an examination for which he/she has gained the prescribed credits.

15.4 All matters pertaining to the conduct of End Semester Examinations (ESE), declaration of results, revaluation, scrutiny, review, handling of malpractices, and related procedures shall be managed in strict accordance with the SBTE Examination Manual.

16. SGPA, CGPA CALCULATION

16.1 Grading System

A letter grade shall be assigned to each course registered for the End Semester Examination. The letter grade indicates a qualitative assessment of the student's performance in each course and is associated with a specified grade point.

Grading shall be based on the percentage of marks obtained in the End Semester Examination by the student in a course, as given below.

Range (Marks%)	Letter Grade	Grade Description	Grade Point
90 and above	S	Outstanding	10
[80-90)	A	Excellent	9
[70-80)	B	Very Good	8
[60-70)	C	Good	7
[50-60)	D	Average	6
[40-50)	E	Satisfactory	5
Below 40	F	Reappearance Required	0

Where [X-Y) means, X included and Y excluded.

16.2 Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA)

- SGPA is the weighted average of grade points obtained in all courses registered in a particular semester of the Diploma programme.
- CGPA is the weighted average of grade points obtained in all courses registered for the Diploma programme.
- Only academic credits are considered for SGPA and CGPA calculations.

$$\text{GPA} = \frac{\sum C_i \times GP_i}{\sum C_i}$$

  - where, C_i is the credit assigned for a course
  - GP_i is the grade point earned for that course.
  - # GPA and CGPA shall be calculated to two decimal places

Percentage of marks can be computed from GPA as: GPA x 9.5 %

16.3 CGPA/SGPA Calculation for Students Admitted under the Lateral Entry Scheme/Working Professional Scheme

For students admitted under the lateral entry/Working Professional scheme, credits for the first and second semester courses shall not be included in the calculation of CGPA.

16.4 Semester wise Grade Cards are available to the students online. Such grade cards contain:

a. The Code and Title of the Course.

b. Credits associated, Marks scored in the CIA and ESE, Grade and Grade point for each course.

c. Semester Grade Point Average.

17. ROLLOUT AND READMISSION

17.1

- A student with 15 working days of continuous absence shall be removed from the roll.
- He/she shall be readmitted only if he/she has claimed for readmission within 15 days from the date of roll out.
- Readmission can be sought only to the semester in which he/she was studying at the time of being rolled out.
- Attendance in such cases shall be counted from the commencement of the semester.
- The rolled-out days shall be treated as Absent for calculating the attendance requirements.
- The student must clear all dues and remit the prescribed fees along with the application.

18. REPEATING A SEMESTER

18.1 A student shall be required to repeat a semester if he/she is not eligible to appear for the end semester examination as per clause 9.

18.2
- Re-admission shall be granted only to the students who have discontinued their studies due to valid and genuine reasons, subject to the approval of the Head of the Institution.
- The application for readmission duly recommended by Head of department shall be submitted to the office of the principal before the commencement of that semester.

18.3 Re-admission shall be subject to the prevailing academic regulations and curriculum at the time of rejoining
- The student has secured at least 50% credits up to the previous semester.
- The student must clear all outstanding dues and remit the prescribed fees along with the application.
- The student must not have any pending disciplinary actions.
- Readmission shall be permitted only once in a semester.
- Readmission is limited to the sanctioned intake capacity of the respective batch and shall be granted only subject to the availability of vacant seats. In exceptional cases, readmission may be permitted as a supernumerary admission, with the prior approval of the Directorate of Technical Education (DTE).

18.4 In case of a scheme change, the student shall complete equivalent/additional courses as per the decision of SBTE.

18.5 Provisions for Readmission Under Exceptional Circumstances:
- In instances where succeeding batches are unavailable due to the closure of a college, the discontinuation of a specific branch, or the withdrawal of recognition/affiliation by the AICTE, readmission may be authorized for an equivalent course within the same institution. If such courses are not available in the institution, admission may be given in another institution offering the same programme satisfying clause 18.3.
- For candidates who have discontinued their studies at an institution that lacks a subsequent junior batch, an institutional transfer is permissible. Such

transfers are strictly subject to the mutual concurrence of both involved institutions and the approval of the SBTE.

- Conditions for readmission shall be as per Revision 26 curriculum. Readmission shall be permitted only once in a semester. However, readmission to the same semester in a particular programme in the forthcoming year shall be permitted only if the batch exists. SBTE shall not be responsible for unavailability of the batch in the forthcoming years.

19. GRACE MARK

19.1

- Eligibility for Grace marks
  - NSS Volunteers
  - NCC Cadets
  - Prize winners of InterPoly Festival
  - Prize winners of State Level Polytechnic Games and athletic meet
- Grace mark for NCC can be awarded are shown below:

Cadets attending Republic Day Camp /Parade	5%
Basic leadership camp (TSC) Nau Sainik Camp/Vayu Sainik Camp / Independence Day Camp (Sports & Games at Delhi)	4%
'C' Certificate holders	3%*
'B' Certificates holders	2%
Attending Centrally Organized Camps like National Integration Camp, Trekking Camps, Basic Leadership Camp, Advance leadership Camp, Basic Mountaineering Course, Advance Mountaineering Course, Skiing course.	2 %
Attending Annul Training Camp (ATC) CATC, CAWATC	1%
*C certificate holders cannot claim 2% for holding B certificate	

- Grace mark for NSS can be awarded as shown below

NSS Volunteers having NSS Certificate	2%
NSS Volunteers who attended National Camps	3%
NSS State awardees or National awardees	3%
NSS Volunteers who attended Republic Day parade camp	5%
NSS Volunteers nominated by State NSS Cell who have attended international programmes	6 %

- The grace marks for winners of the first, second, and third prizes in the State-level Polytechnic Colleges Games and Athletic meet and InterPoly Arts festival shall be awarded as follows: 1st prize 5%, 2nd prize 3%, and 3rd prize 2%.
- Grace marks shall be distributed in a manner most beneficial to the candidate. From the grace marks allotted, the required marks shall first be utilized to compensate for any deficiency in securing a pass in any course or courses; the remaining marks shall then be distributed equally across all courses. The grace mark earned by a student is restricted to a maximum of 10 marks for each course.
- In the case of Differently abled students, the grace mark will be awarded as per the Govt. Order in force.

19.2

- Grace Mark Allocation: Grace marks will be awarded for credit courses for which the SBTE conducts the End Semester Written Examinations. However, for zero credit courses, grace marks shall be awarded only to the extent necessary to secure the minimum marks for passing.
- Maximum Marks Condition: The total marks for a course, including the grace marks, must not exceed the maximum allowable ESE marks for that course.

20. ACTIVITY POINTS

20.1

- Along with the curricular activities students have to actively participate in the cocurricular, extracurricular and other social activities as per the guidelines issued by the SBTE from time to time.
- A regular student shall earn a minimum of 75 activity points for the award of the Diploma.
- Students undergoing the internship pathway shall earn a minimum of 60 activity points for the award of the Diploma.
- Students admitted under the lateral entry scheme shall earn a minimum of 50 activity points for the award of the Diploma.
- Students under the working professional scheme are exempted from acquiring activity points.
- Students shall maintain a file containing documentary evidence of the activities undertaken by them, get it duly attested by the Faculty Advisor, and submit a copy of the same to the Faculty Advisor.
- The Faculty Advisor shall prepare the consolidated list of 'Activity points' earned by each candidate in that semester, get it verified by his/her HOD and 'Approved' by the Principal.
- The 'Activity points' are to be uploaded by the faculty Advisor at the end of each semester as per the guidelines in this regard.

20.2 Students shall compulsorily acquire the required Activity points at the end of the Sixth semester as per clause 9.5.

21. INSTITUTION TRANSFER

21.1
- Eligible students can apply for institution transfer by the end of second semester and fourth semester.
- In the third semester and fifth semester the transfer is carried out between the institution based on the vacancy available and on merit basis.
- In the fifth semester the institution transfer is forwarded to DTE and it is carried out by DTE.
- The transfer is possible only between government or government aided colleges.

21.2 Institution transfer is not eligible for the students admitted under the lateral entry and Working Professional category.

21.3 Timeline for Institution Transfer Process:

Applications for institution transfer shall be submitted by the students of second and fourth semester during the month of February. The transfer process shall be finalized after the completion of the respective semester examinations and prior to the commencement of the notification of LET admission for the third semester and first working day for the fifth semester students.

22. ACADEMIC MENTORING AND STUDENT SUPPORT

22.1 Faculty Advisor

- Each class shall be assigned one or more Faculty Advisors.
- The Faculty Advisor shall be responsible for monitoring the academic progress, attendance, and overall well-being of the students in the assigned class.
- The Faculty Advisor shall guide students in academic matters, including semester registration, examination requirements, and career development.
- The Faculty Advisor shall identify slow and advanced learners and suggest appropriate remedial or enrichment measures.
- The Faculty Advisor shall maintain regular interaction with students and parents/guardians, as required.

22.2 Department Advisory Committee

A Department Advisory Committee (DAC) is an important academic and governance mechanism recommended under quality assurance frameworks such as those of the National Board of Accreditation (NBA) and All India Council for Technical Education. It serves as a structured platform for continuous interaction between the institution, industry, alumni, and other stakeholders to ensure that the academic programmes remain relevant, outcome-based, and aligned with current technological and societal needs. The DAC shall periodically review the curriculum implementation, attainment of Programme Outcomes (POs) and Course Outcomes (COs), industry relevance of the courses, infrastructure adequacy, and faculty development initiatives. The Board shall also facilitate industry-institute interaction, internship opportunities, collaborative projects, and skill development activities.

Functions and Responsibilities

- Review curriculum delivery and suggest improvements in line with industry needs
- Evaluate attainment of Programme Outcomes (POs), Programme Specific Outcomes (PSOs), and Course Outcomes (COs)
- Advise on introduction of new courses, electives, and emerging technologies
- Facilitate internships, industrial visits, and live projects
- Suggest measures for improving placement and higher education prospects

- Review laboratory facilities and recommend modernization
- Promote research, innovation, and consultancy activities
- Strengthen alumni engagement and feedback mechanisms
- Support accreditation and quality assurance processes

Constitution of Department Advisory Committee:

- Chairperson - Head of the Department (HoD)
- Internal Members
    - Two to three senior faculty members of the department (including Programme Coordinator/Academic Coordinator)
    - Training and Placement Officer (or representative)
    - Faculty in charge of Industry Interaction/Internship
- External Members
    - Industry Expert(s): At least two members from relevant industries/organizations (preferably at managerial or technical leadership level)
    - Academic Expert: One senior faculty member from a reputed institution/university
    - Alumni Representative: One distinguished alumnus working in industry or higher education
    - Employer Representative: One representative from organizations recruiting graduates from the department

22.3 Program Assessment Committee

The Program Assessment Committee (PAC) is a key academic body constituted at the department level for planning, monitoring, evaluating, and continuously improving the academic quality of a specific program such as Diploma, Undergraduate, or Postgraduate engineering programs.

The PAC primarily focuses on the attainment of Program Outcomes (POs), Program Specific Outcomes (PSOs), and Course Outcomes (COs) through systematic assessment processes. It plays a central role in collecting academic performance data, analyzing attainment levels, identifying gaps, and recommending corrective measures for continuous improvement. The PAC shall meet at least twice in a semester.

Objectives of the Program Assessment Committee

- To establish a robust assessment mechanism for measuring attainment of COs, POs, and PSOs.
- To monitor the effectiveness of teaching-learning processes and curriculum delivery.
- To analyze direct and indirect assessment data related to student performance.
- To recommend academic reforms and corrective actions based on assessment results.
- To ensure compliance with NBA accreditation requirements and quality standards.
- To promote a culture of continuous quality improvement within the department.

The PAC composition generally includes:

- Head of the Department – Chairperson
- NBA/OBE Coordinator – Convener
- Senior Faculty Members representing core areas
- Course Coordinators

The functions of PAC generally include Outcome Assessment, Data Analysis, Continuous Improvement, Document, Stakeholder feedback etc.

22.4 Student Mentoring System

- The institution shall implement a Student Mentoring System to support the academic and personal development of students.
- Each faculty member shall be assigned a group of students as a mentor.
- The mentor shall regularly monitor the academic performance, attendance, and overall progress of the mentees.
- The mentor shall provide guidance on academic matters, career planning, and personal issues, as required.
- Periodic mentoring sessions shall be conducted, and records of the same shall be maintained.
- The mentor shall identify slow learners and advanced learners and recommend suitable remedial or enrichment measures.

- The mentor shall maintain communication with parents/guardians, wherever necessary.
- The mentoring system shall function in coordination with the Faculty Advisor and Head of the Department.
- An institution level committee shall be constituted to monitor the mentoring system. They shall also discuss the common issues faced by the students and suggest the steps to be taken by the institution for the same.

22.5 Academic Council

Every Polytechnic College shall establish an 'Academic Council' including Heads of department, Office Superintendent with the Principal as the convenor.

The Academic Council shall:

a. Review Department level meetings.
b. Ensure that guidelines are followed wherever necessary.
c. Review implementation of OBE for its effectiveness.
d. Formulate the conduct of Institution level ESE (if any) in a fair and transparent manner.
e. Ensure that the Open Elective Course in the 6th semester is offered in a fair and transparent manner.

22.6 Grievance Redressal System

The institution shall establish a Grievance Redressal System to address the concerns and complaints of students in a fair and transparent manner as per AICTE Guidelines. The Grievance Redressal Cell shall consist of:

- Principal of the Institution – Chairperson
- Three senior members of the teaching faculty – Members Nominated by the Principal
    - At least one member shall be female
    - At least one member shall belong to SC/ST/OBC category
- One student representative – Special Invitee
    - Nominated based on academic merit / sports / co-curricular performance

23. AWARD OF DIPLOMA

23.1 Minimum Credits for Diploma

- Students who acquire at least 120 academic credits along with 4 Mandatory credits and required activity points shall be eligible for the award of Diploma.

23.2 Classification

There will be three classifications of successful candidates:

1. First Class with Distinction.
2. First Class.
3. Second Class.

1. First Class with Distinction.

A candidate who earns the required number of credits shall be classified as First Class with Distinction based on the CGPA attained, provided that he/she secures a CGPA of 8.0 or above and fulfils all the requirements for the award of the Diploma within the stipulated duration: 6 (Six) consecutive semesters for the Full-time Diploma programme, 7(Seven) consecutive semesters for the Part-time Diploma programme, and 4 (four) consecutive semesters for candidates admitted through the lateral entry scheme and working Professional scheme.

2. First Class.

A candidate who has earned the requisite number of credits will be classified as First Class based on the CGPA attained if, he/ she secures the requisite credits and CGPA of 6.5 or above and fulfils the requirements for the award of Diploma within 8 (eight) consecutive semesters for Full time programme, 9 (nine) consecutive semesters for Part time Diploma programme and 6 (six) consecutive semesters for lateral entry scheme candidates.

3. Second Class.

All other successful candidates shall be declared to be placed in Second Class.

ANNEXURES

ANNEXURE I: SCHEME FOR CONTINUOUS INTERNAL ASSESSMENT

Table 1.1: Continuous Internal Assessment (Theory Courses)		
Type of Assessment	Marks	Guidelines
Self-Learning Activities	15	Average of all self-learning activities from four modules
Series Examinations	20	Two Written Examinations covering all the CO's Refer Table 4.1/4.2
Attendance	5	Refer Table 2.1
Total	40	

Table 1.2: Continuous Internal Assessment (Practical Courses)		
Type of Assessment	Marks	Guidelines
Continuous Evaluation	30	Refer Table 2.2
Series Examinations	15	Two Practical Examinations covering all the CO's Refer Table 3.1
Open-Ended Experiments	10	Refer Table 2.3
Attendance	5	Refer Table 2.1
Total	60	

Table 1.3: Continuous Internal Assessment (Project Based Learning)		
Type of Assessment	Marks	Guidelines
Self-Learning Activities	10	Average of all self-learning activities from four modules
Series Examinations	15	Two Written Examinations covering all the CO's Refer Table 4.1 or 4.2
Microproject	10	Refer Table 2.3
Attendance	5	Refer Table 2.1
Total	40	

Table 1.4: Continuous Internal Assessment (Practicum)		
Type of Assessment	Marks	Guidelines
Self-Learning Activities	5	Average of all self-learning activities from four modules
Continuous Evaluation	10	Refer Table 2.2
Series Examinations - Theory	10	Two Written Examinations covering all the CO's Refer Table 4.1 or 4.2
Series Examinations - Practical	10	Two Practical Examinations covering all the CO's Refer Table 3.1
Attendance	5	Refer Table 2.1
Total	40	

Table 1.5: Continuous Internal Assessment (Drawing)		
Type of Assessment	Marks	Guidelines
Continuous Evaluation (Drawing)	15	Average of all self-learning activities from four modules
Internal Examinations -	20	Two Examinations covering all the CO's Refer Table 4.3
Attendance	5	Refer Table 2.1
Total	40	

ANNEXURE II: GUIDELINES FOR CONTINUOUS INTERNAL ASSESSMENT

Table 2.1: Marks for Attendance			
Sl..No	% of Attendance	Marks	Remarks
1	[100 - 90]	5	This is applicable only for the CIA. Marks for attendance will not be considered for the attainment calculation of the course outcome.
2	[80-90)	4	
3	[75-80)	3	
4	[70-75)	2	
5	[60-70)	1	
6	[0 - 60)	0	
Where [X-Y) means, X included and Y excluded.			

Table 2.2: Split up Marks - Conduct of Experiments			
Sl. No.	Criteria	Description	Marks
1	Preparation & Punctuality	Attendance, timely submission of record, pre-lab preparation, understanding of experiment objectives and theory.	10
2	Experimental Setup & Procedure	Ability to identify components/equipment, correct circuit connections/setup, systematic and safe execution of the procedure.	10
3	Observation & Data Recording	Accuracy and neatness of readings, correct use of units, tabulation, and systematic recording of results.	5
4	Analysis & Result Interpretation	Proper calculations, graphical representation, result verification, discussion, and logical conclusion.	10
5	Viva Voce / Concept Understanding	Clarity of theoretical concepts, explanation of procedure, ability to answer questions related to the experiment.	10
6	Workmanship, Discipline & Teamwork	Laboratory discipline, care of instruments, teamwork, attitude, and safety practices.	5
TOTAL			50

Table 2.3: Split up Marks -Open-ended Experiment			
Sl. No.	Criteria	Description	Marks
1	Originality and Relevance of the Idea	Assesses how creative, innovative, and relevant the chosen experiment is to the course objectives.	10
2	Clarity of Objectives and Experimental Plan	Evaluates how clearly the student defines the aim, scope, and systematic plan of the experiment.	10

3	Correctness of Execution and Data Recording	Checks the accuracy, safety, and neatness in performing the experiment and recording observations.	10
4	Analysis, Interpretation, and Presentation of Results	Measures the student's ability to analyze data, interpret outcomes, and present results logically.	10
5	Teamwork and Innovation Demonstrated	Judges the level of collaboration, initiative, and creativity shown during the experiment.	10
TOTAL			50

Table 2.4: Spilt up Marks - Continuous Evaluation (Drawing)

Sl. No.	Criteria	Description	Marks
1	Procedure for drawing	Follows correct drawing procedure, sequence, and use of appropriate tools and techniques.	15
2	Dimensions & standards	Accuracy of dimensions and adherence to relevant standards, symbols, and conventions	5
3	Neatness of drawing	Clarity, cleanliness, proper line quality, and overall presentation of the drawing.	5
4	Timely completion	Completion of the drawing within the stipulated time and submission as per schedule.	5
TOTAL			30

ANNEXURE III: SCHEME OF EVALUATION FOR PRACTICAL EXAMINATION

Table 3.1. Scheme of Evaluation - Practical Exam			
Sl. No.	Criteria	Description	Marks
1	Write-up / Procedure (before experiment)	Aim, circuit diagram/flowchart, stepwise procedure.	10
2	Experiment Setup & Execution	Correct circuit connections / coding / setup. Handling of instruments/software. Accuracy of execution.	10
3	Observation & Result / Output	Proper tabulation of readings. Calculations/graphs/program output. Correctness of result / expected outcome.	8
4	Viva Voce	Conceptual understanding of experiment. Related theoretical knowledge.	8
5	Record	Completion & neatness of practical record. Proper certification by faculty.	4
TOTAL			40

ANNEXURE IV: QUESTION PAPER PATTERN FOR INTERNAL EXAMINATION

Table 4.1: Internal Examination Pattern of Question Paper

(Theory/PBL/ Practicum Courses)

Duration	Modules	Type Of Questions						Total Marks
		PART A (2 questions from each module)		PART B (3 questions from each module)		PART C (2 set questions with choice from each module)		
		No of Questions	Marks (1 mark each)	No of Questions	Marks (3 marks each	No of Questions	Marks (7 marks each)	
2 hrs	Any two modules	2	2	3	9	2 sets	14	25
	Any two modules	2	2	3	9	2 sets	14	25
	Total	4	4	6	18	4	28	50

Table 4.2: Internal Examination Pattern of Question Paper for Design Papers

(Theory/PBL/ Practicum Courses)

Duration	Modules	TYPE OF QUESTIONS				Total Marks
		PART A (3 questions from each module)		PART B (2 set questions with choice from each module)		
		No of Questions	Marks (5 marks each)	No of Questions	Marks (10 marks each	
2 hrs	Any two modules	3	15	2 sets	10	25
	Any two modules	3	15	2 sets	10	25
	Total	4	30	4	20	50

4.3. Internal Examination Pattern of Question Paper - Drawing						
Duration	Modules	TYPE OF QUESTIONS				
		PART A (3 questions from each module)		PART B (2 set questions with choice from each module)		Total Marks
		No of Questions	Marks (5 marks each)	No of Questions	Marks (10 marks each)	
2 hrs	Any two modules	3	15	2 sets	10	25
	Any two modules	3	15	2 sets	10	25
	Total		30		20	50

ANNEXURE V: QUESTION PAPER PATTERN FOR END SEMESTER EXAMINATION

Table 5.1: End Semester Examination Pattern of Question Paper - Theory (Theory/PBL/ Practicum Courses)

Duration	Module	TYPE OF QUESTIONS						
		PART A (2 questions from each module)		PART B (2 out of 3 questions from each module)		PART C (1 set questions with choice from each module)		Total Marks
		No of Questions	Marks (1 marks each)	No of Questions	Marks (3 marks each)	No of Questions	Marks (7 marks each)	
2.5 hrs	1	2	2	3	6	1 set	7	15
	2	2	2	3	6	1 set	7	15
	3	2	2	3	6	1 set	7	15
	4	2	2	3	6	1 set	7	15
		8	8	12	24	4 sets	28	60

Table 5.2: End Semester Examination Pattern of Question Paper for Design Papers (Theory/PBL/ Practicum Courses)

Duration	Module	TYPE OF QUESTIONS				
		PART A (1 out of 2 questions from each Module)		PART B (1 set questions with choice from each Module)		Total Marks
		No of Questions	Marks (5 marks each)	No of Questions	Marks (10 marks each)	
2.5 hrs	1	2	5	1 set	10	15
	2	2	5	1 set	10	15
	3	2	5	1 set	10	15
	4	2	5	1 set	10	15
	Total	8	20	4Sets	40	60

Table 5.3: End Semester Examination Pattern of Question Paper for Drawing						
Duration	Module	TYPE OF QUESTIONS				
		PART A (1 out of 2 questions from each Module)		PART B (1 set questions with choice from each Module)		Total Marks
		No of Questions	Marks (5 marks each)	No of Questions	Marks (10 marks each)	
2.5 hrs	1	2	5	1Set	10	15
	2	2	5	1 Set	10	15
	3	2	5	1 Set	10	15
	4	2	5	1 Set	10	15
	Total	8	20	4 Sets	40	60

ANNEXURE VI: MINIMUM PERCENTAGE OF MARKS REQUIRED FOR PASS

6.1. End Semester Assessment Methodology – Theory Courses			
	Duration	Maximum Marks	Minimum Marks for pass
End Semester Examination	2.5 hrs	60	40%
Continuous Internal Assessment		40	
TOTAL		100	40%

6.2. End Semester Assessment Methodology – Practical			
	Duration	Maximum Marks	Minimum Marks for pass
End Semester Examination	3 hrs	40	40%
Continuous Internal Assessment		60	
TOTAL		100	40%

6.3. End Semester Assessment Methodology – Practicum courses under Basic Science and Humanities			
	Duration	Maximum Marks	Minimum Marks for pass
End Semester Examination	2.5 hrs	60	40%
Continuous Internal Assessment		40	
TOTAL		100	40%

6.4 End semester Assessment Methodology – Practicum			
	Duration	Maximum Marks	Minimum Marks for pass
End Semester Examination (Theory exam)	2.5 hrs	60	40%
End Semester e Examination (Practical) (Institutional Level Examination)	3 hrs	40	No Separate Pass Required
Continuous Internal Assessment		40	
TOTAL		140	40%

6.5. End semester Assessment Methodology – DRAWING			
	Duration	Maximum Marks	Minimum Marks for pass
End Semester Examination	3 hrs	60	40%
Continuous Internal Assessment		40	
TOTAL		100	40%

STATE BOARD OF TECHNICAL EDUCATION, KERALA

Directorate of Technical Education, Thiruvananthapuram, Kerala

This document contains the Rules and Regulations for Diploma Programmes in Engineering and Technology / Commercial Practice / Management in the Polytechnic Colleges recognized by the State Board of Technical Education, Kerala. It serves as a comprehensive guide for students, institutions and stakeholders.

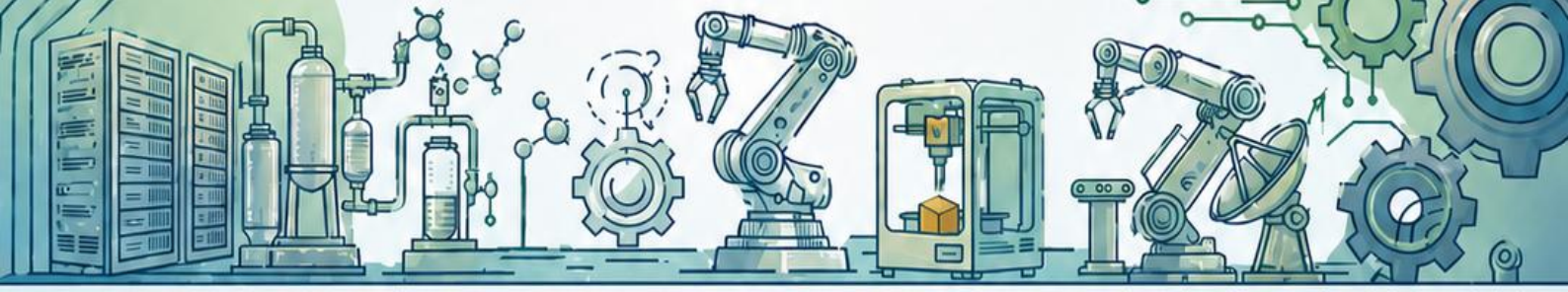
VISION

To maintain quality of technical education responding to evolving technological and social and Industrial realities.

MISSION STATEMENT

The SITTTR strives to

- Implement state of the art guidelines for academic programs to promote global standards within technical institutions
- Mould socially conscious, environmentally sensitive and technically competent technologists
- Meet the growing challenges of business, industry, commerce and the society as a whole.



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