



## **ACADEMIC REGULATIONS –SRK 23**

### **INTEGRATED MASTER OF BUSINESS ADMINISTRATION (IMBA)**

(Applicable for batches admitted from 2023-2024)

**ACADEMIC REGULATIONS (R19) FOR  
INTEGRATED MASTER OF BUSINESS  
ADMINISTRATION (IMBA)**

**(Applicable for the students admitted from the academic year 2023-24 onwards)**

**1. Award of IMBA**

A student will be declared eligible for the award of IMBA if he full fills the following academic regulations:

- a) A student shall be declared eligible for the award of the IMBA, if he pursues a course of study is ~~at~~ less than five and not more than 10 academic years.
- b) The candidate shall register for 198 credits and secure all the 198 credits.
- c) **Exit Option:** Student can opt for exit after 3 years subjected to fulfillment of required credits of 120 For the award of BBA degree.

**2. Distribution and Weightage of marks**

- a) The performance of the student in each semester shall be evaluated subject-wise with a maximum of 100 marks for theory subject as well as summer internship.
- b) The X semester is for 450 marks, among this 450 marks, one paper is for MOOCs: SWAYAM/NPTEL of management courses other than related courses in the syllabus which is evaluated with 100 marks, and the remaining marks are allotted for the major project work which shall be evaluated for 150 marks, Project seminar is for 100 marks and Viva-Voce is for 100 marks.
- c) The grade obtained in the MOOCs course will be printed on the grade sheet/transcript. In case the student fails in the MOOCs course, he/she shall register the same or another course through MOOCs in the same domain and pass. The MOOCs course shall be registered and pass through SWAYAM/NPTEL only.
- d) Summer Internship: The summer Internship course shall be completed in collaboration with an industry. Students shall pursue this course during summer vacation just before its offering as per course structure. The student shall register for the course as per course structure after commencement of academic year. The students shall take up this course under the guidance of a supervisor from concerned department. The supervisor shall maintain attendance of course for the students allotted. Attendance requirements are as per the norms. After completion, students shall be submit a technical report and presented before committee. A certificate from industry shall be included in the report. It shall be evaluated for 100 external marks at the end of semester. The committee consists of an external examiner appointed by the Controller of examinations; Head of the Department and a supervisor of Internship. There shall be no internal marks for summer internship. A student shall secure minimum 40% of marks for successful completion. In case, if a student fails, he/she shall reappear as and when semester supplementary examinations are conducted by the college.
- e) For theory subjects the distribution shall be 30 marks for internal evaluation and 70 marks for external/end examination.
- f) For theory subjects, during the semester there shall be 2 internal tests/examinations. The subjective examination is for 120 minutes duration to be conducted for 20 marks. Each subjective type test question paper shall contain **FOUR QUESTIONS**. All the four questions need to be answered. As syllabus is framed for 5 units, 1<sup>st</sup> mid examination is conducted in half of the half of the syllabus subject (2½ Units) in a semester. Each subjective internal test is for 20 marks. The average of the two tests shall be considered for awarding final subjective internal marks. The remaining 10 marks have to be awarded for presentation in which 5 marks are for content of presentation and

remaining 5 marks are for report.

- g) The semester end examination shall be conducted for a duration of three hours with 5 questions and one case study which is compulsory. All questions are to be answered and for each question has “either or” option except case study. All 5 questions carry 11 marks each and case study carries 15 marks.
- h) For minor project, the student shall work under the supervision of a faculty member. The total marks for minor project is 100 marks. Out of 100 marks 50 marks are for preparation of the project report and should submit before completion of VI semester. Comprehensive Vice-voce shall be conducted by the committee for 50 marks. The committee consists of external examiner appointed by the Controller of Examinations, HOD and project guide.
- i) **Registration of Major Project Work:** A student is permitted to register for the project work satisfying the attendance requirement of all the courses up to IX semester.
- j) Every student shall work on major project approved by Project Review Committee (PRC) of the Department.
- k) For a project seminar in the X semester, the student shall collect the information on a topic from the subjects in that semester and prepare a technical report, showing his understanding over the topic, and submit a copy of the report to the department, which shall be evaluated by the external examiner appointed by the controller of Examination and departmental committee consisting of Head of the department, seminar supervisor and a internal regular faculty member. The seminar report shall be evaluated for 50 marks, and the remaining 50 marks for the student have to give seminar in the class room before the student.
- l) A student has to undergo practical training (Major project) in X semester in a corporate enterprise after completion of IX semester end Examinations. In training period, the student should prefer to work on a specific problem related to the elective subject. At the end of practical training, the student should submit a certificate obtained from the organization.
- m) The student should prepare a Major Project Report under the supervision of a guide from the faculty of management of the concerned college. However, the students who prepare Project Report in the area of systems can also work under the guidance of Faculty member from Computer Science Department.
- n) The plagiarism content in the major project report shall be less than 30%.
- o) Three copies of Major Project Reports certified by the Project Supervisor shall be submitted to the department .
- p) The Major Project Report to be adjudicated by the external examiner shall be selected by the Controller of Examinations.
- q) A Comprehensive viva-voce examination including Major Project Report shall be conducted by a board consisting of the External examiner, the Head of the Department and Supervisor. The Head of the Department shall coordinate and make arrangements for the conduct of viva-voce examination.
- r) The project report shall be sent to the external examiner and if the report of examiner is favorable, Viva-Voce examination shall be conducted by a board consisting of the Supervisor, Head of the Department and the examiner who adjudicated the Thesis.
- s) If the report of the Viva-Voce is unsatisfactory (i.e., <40% marks), the candidate shall retake the Viva-Voce examination only after three months after incorporating the suggestions given by the board. If he fails to get a satisfactory report at the second Viva-Voce examination, the candidate has to re-register for the project and complete the project within the stipulated time after taking the approval from the Controller of Examination.

### 3. Earning of Credit:

A student shall be considered to have completed a course successfully and earned the credits if he/she secures an acceptable letter grade in the range O-D as given below. Letter grade “F” in any course implies failure of the student in that course and no credits earned. Absent is also treated as no credits earned.

Marks Range Theory/ Mini Project/ Major Project (Max – 100)	Letter Grade	Level	Grade Point
≥ 90	O	Outstanding	10
≥80 to <90	S	Excellent	9
≥70 to <80	A	Very Good	8
≥60 to <70	B	Good	7
≥50 to <60	C	Fair	6
≥40 to <50	D	Satisfactory	5
<40	F	Fail	0
ABSENT	AB	Absent	0

### 4. Computation of Cumulative and Semester Grade Point Averages

The UGC recommends the following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA).

- (i) *Semester Grade Point Average*: **SGPA**( $S_k$ ) of  $k^{\text{th}}$  semester (1 to 10) is ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses

taken by a student and the sum of the total number of credits of all the courses undergone/registered by a student, i.e

$$SGPA (S_k) = \frac{\sum_{i=1}^n (C_i \times G_i)}{\sum_{i=1}^n C_i}$$

Where  $C_i$  is the number of credits of the  $i^{\text{th}}$  course/subject in a semester and  $G_i$  is the grade point scored by the student in the  $i^{\text{th}}$  course/subject and  $n$  is the number of courses/subjects registered in that semester.

- (ii) *Cumulative Grade Point Average*: The CGPA is calculated in the same manner taking into account all the  $m$  courses/subjects registered by student over all the semesters of a Programme i.e., in all ten semesters

$$CGPA = \frac{\sum_{i=1}^m (C_i \times S_i)}{\sum_{i=1}^m C_i}$$

Where  $S_i$  is SGPA of  $i^{\text{th}}$  sem and  $C_i$  is total number of credits in that semester.

- (iii) SGPA and CGPA shall be rounded off to 2 decimal points and reported in transcripts.
- (iv) As per AICTE regulations, conversion of CGPA into equivalent percentage as follows:

$$\text{Equivalent Percentage} = (\text{CGPA} - 0.75) \times 10$$

(v) Illustration of Computation of SGPA and CGPA

**Illustration for SGPA:** Let us assume there are 5 subjects in a semester.  
The grades obtained as follows:

Course	Credit	Grade Obtained	Grade point	S <sub>i</sub> = Credit Point (Credit x Grade)
Subject 1	4	A	8	4 X 8 = 32
Subject 2	4	B	7	4 X 7 = 28
Subject 3	4	C	6	4 X 6 = 24
Subject 4	4	O	10	4 X 10 = 40
Subject 5	4	S	9	4 X 9 = 36
	20			160

Thus, **SGPA = 160/20 = 8.0**

**Illustration for CGPA:**

Semester 1	Semester 2	Semester 3	Semester 4	Semester 5
Credit : 20 SGPA: 8.0	Credit : 24 SGPA: 7.8	Credit : 20 SGPA: 6.6	Credit : 28 SGPA: 6.0	Credit : 24 SGPA: 6.3
Semester 6	Semester 7	Semester 8	Semester 7	Semester 8
Credit : 20 SGPA: 8.2	Credit : 24 SGPA: 6.4	Credit : 24 SGPA: 7.5	Credit : 20 SGPA: 6.6	Credit : 24 SGPA: 7.0

Thus,  $CGPA = (20 \times 8.0 + 24 \times 7.8 + 20 \times 6.6 + 28 \times 6.0 + 24 \times 6.3 + 20 \times 8.2 + 24 \times 6.4 + 24 \times 7.5 + 20 \times 6.6 + 24 \times 7.0) / 232 = \frac{1596}{228} = 7.0$

## 5. Award of Degree and Class

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of IMBA Degree, s/he shall be placed in one of the following four classes:

Class Awarded	CGPA Secured
First Class with Distinction	$\geq 7.5$
First Class	$\geq 6.5 < 7.5$
Second Class	$\geq 5.5 < 6.5$
Pass Class	$\geq 5.0 < 5.5$

**CGPA to Percentage conversion Formula –  $(CGPA - 0.5) \times 10$**

The Grades secured, Grade points and Credits obtained will be shown separately in the memorandum of marks.

## 6. Attendance Requirements

- A student is eligible to write the semester end examinations if he acquires a minimum of 75% of attendance in aggregate of all the subjects
- Condonation of shortage of attendance in aggregate up to 10% (65% and above and below 75%) in each semester may be granted by the College Academic Committee. However this condonation concession is applicable only to any three semesters during the entire programme.
- Shortage of Attendance below 65% in aggregate shall not be condoned.
- A student who is short of attendance in semester may seek re-admission into that semester when offered within 4 weeks from the date of commencement of class work.
- Students whose shortage of attendance is not condoned in any semester are not eligible to write their end semester examinations of that class.

- f) A stipulated fee shall be payable towards condonation of shortage of attendance.
- g) A student will be promoted to the next semester if he satisfies the (i) attendance requirement of the present semester and (ii) credits.
- h) If any candidate fulfills the attendance requirement in the present semester, he shall not be eligible for readmission into the same class.

## **7. Minimum Academic Requirements**

The following academic requirements have to be satisfied in addition to the attendance requirements mentioned in item no.6.

- a) A student is deemed to have satisfied the minimum academic requirements in a subject (theory/summer internship/minor project/seminar/Viva-Voce) if he/she secures minimum of 35% of marks in the end semester examination and minimum of 40% of total marks in the end semester examination and internal evaluation taken together.
- b) A student shall be promoted from first year to second year if he fulfills the minimum attendance requirement.
- c) A student will be promoted from II year to III year if he fulfills the academic requirement of 40% of credits up to either II year I-Semester or II year II-Semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in II year II semester.
- d) A student will be promoted from III year to IV year if he fulfills the academic requirements of 40% of the credits up to either III year I semester or III year II-Semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in III year II semester.
- e) A student will be promoted from IV year to V year if he fulfills the academic requirements of 40% of the credits up to either IV year I semester or IV year II-Semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in IV year II semester.
- f) A student shall register and put minimum attendance in all 198 credits and earn all 198 credits. Grades obtained in all 198 credits shall be considered for calculation of CGPA.
- g) At the end of the five years a Masters Degree Integrated Masters in Business Administration (IMBA) will be awarded subject to fulfillment of all requirements in five years and acquiring 198 credits successfully.

## **8. Course Pattern**

- a) The entire course of study is for five academic years; all the years are in semester pattern.
- b) A student eligible to appear for the end semester examination in a subject but absent from it or has failed in the end semester examination, may write the exam in that subject as and when college conducts next examination.
- c) When a student has shortage of attendance, he/she may be re-admitted into the same semester/year in which he has been detained. However, the academic regulations under which he was **first admitted** shall continue to be applicable to him.

## **9. Minimum Instruction Days**

The minimum instruction days for each semester shall be 90 working days.

## **10. Withholding of Results**

If the student is involved in indiscipline/malpractices/court cases are pending, the result of the student will be withheld.

## **11. Supplementary Examinations**

Supplementary examinations will be conducted as per the college norms.

## **12. Revaluation and Recounting**

**Recounting of Marks in the End Semester Examination:** A student can request

for recounting of his/her answer book on payment of a prescribed fee as per college norms.

*Revaluation or Revaluation by Challenge of the End Semester Examination:* A student can request for Revaluation or Revaluation by Challenge of his/her answer book on payment of a prescribed fee as per college norms.

*Malpractices in Examinations:* Disciplinary action shall be taken in case of malpractices during mid/end examinations as per rules framed by college.

### **13. Transitory Regulations**

- a) Discontinued or detained candidates are eligible for readmission as and when next offered.
- b) In case of transferred students from other universities, the credits shall be transferred to SRKIT as per the academic regulations and course structure of the SRKIT.

### **14. GENERAL**

- a) Wherever the words —he, —him, —his, occur in the regulations, they include —she, —her, —hers.
- b) The academic regulation should be read as a whole for the purpose of any interpretation.
- c) In case of any doubt or ambiguity in the interpretation of the above rules/regulations, the decision of the principal and controller of examinations is final.
- d) The college may change or amend the academic regulations or syllabi at any time and the changes or amendments made shall be applicable to all the students with effect from the dates notified by the college.
- e) The students seeking transfer to college from various other Universities/ Institutions have to pass the failed subjects which are equivalent to the subjects of SRKIT, and also pass the subjects of SRKIT on their own without the right to sessional marks which the candidates have not studied at the earlier Institution.

**MALPRACTICES RULES**  
**DISCIPLINARY ACTION FOR / IMPROPER CONDUCT**  
**IN EXAMINATIONS**

	<b>Nature of Malpractices/Improper conduct</b>	<b>Punishment</b>
	<i>If the candidate:</i>	
1. (a)	Possesses or keeps accessible in examination hall, any paper, notebook, programmable calculators, Cellphones, pager, palm computers or any other form of material concerned with or related to the subject of the examination (theory or practical) in which he is appearing but has not made use of (material shall include any marks on the body of the candidate which can be used as an aid in the subject of the examination)	Expulsion from the examination hall and cancellation of the performance in that subject only.
(b)	Gives assistance or guidance or receives it from any other candidate orally or by any other body language methods or communicates through cell phones with any candidate or persons in or outside the exam hall in respect of any matter.	Expulsion from the examination hall and cancellation of the performance in that subject only of all the candidates involved. In case of an outsider, he will be handed over to the police and a case is registered against him.
2.	Has copied in the examination hall from any paper, book, programmable calculators, palm computers or any other form of material relevant to the subject of the examination (theory or practical) in which the candidate is appearing.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted to appear for the remaining examinations of the subjects of that Semester/year.
3.	Impersonates any other candidate in connection with the examination.	The candidate who has impersonated shall be expelled from examination hall. The candidate is also debarred and forfeits the seat. The performance of the original candidate who has been impersonated, shall be cancelled in all the subjects of the examination (including practicals and project work) already appeared and shall not be allowed to appear for examinations of the remaining subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all college examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat. If the imposter is an outsider, he will be handed over to the police and a case is registered against him.



4.	Smuggles in the Answer book or additional sheet or takes out or arranges to send out the question paper during the examination or answer book or additional sheet, during or after the examination.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all college examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
5.	Uses objectionable, abusive, or offensive language in the answer paper or in letters to the examiners or writes to the examiner requesting him to award pass marks.	Cancellation of the performance in that subject.
6.	Refuses to obey the orders of the Chief Superintendent/Assistant – Superintendent / any officer on duty or misbehaves or creates disturbance of any kind in and around the examination hall or organizes a walk out or instigates others to walk out, or threatens the officer-in charge or any person on duty in or outside the examination hall of any injury to his person or to any of his relations whether by words, either spoken or written or by signs or by visible representation, assaults the officer-in-charge, or any person on duty in or outside the examination hall or any of his relations, or indulges in any other act of misconduct or mischief which result in damage to or destruction of property in the examination hall or any part of the College campus or engages in any other act which in the opinion of the officer on duty amounts to use of unfair means or misconduct or has the tendency to disrupt the orderly conduct of the examination.	In case of students of the college, they shall be expelled from examination halls and cancellation of their performance in that subject and all other subjects the candidate(s) has (have) already appeared and shall not be permitted to appear for the remaining examinations of the subjects of that semester/year. The candidates also are debarred and forfeit their seats. In case of outsiders, they will be handed over to the police and a police case is registered against them.

7.	Leaves the exam hall taking away answer script or intentionally tears of the script or any part thereof inside or outside the examination hall.	Expulsion from the examination hall and cancellation of performance in that subject and all the other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred for two consecutive semesters from class work and all college examinations. The continuation of the course by the candidate is subject to the academic regulations in connection with forfeiture of seat.
8.	Possess any lethal weapon or firearm in the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat.
9.	If student of the college, who is not a candidate for the particular examination or any person not connected with the college indulges in any malpractice or improper conduct mentioned in clause 6 to 8.	Student of the colleges expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year. The candidate is also debarred and forfeits the seat. Person(s) who do not belong to the College will be handed over to police and, a police case will be registered against them.
10.	Comes in a drunken condition to the examination hall.	Expulsion from the examination hall and cancellation of the performance in that subject and all other subjects the candidate has already appeared including practical examinations and project work and shall not be permitted for the remaining examinations of the subjects of that semester/year.
11.	Copying detected on the basis of internal evidence, such as, during valuation or during special scrutiny.	Cancellation of the performance in that subject and all other subjects the candidate has appeared including practical examinations and project work of that semester/year examinations.

### **Malpractices identified by squad or special invigilators**

NOTE: Punishments to the candidates as per the above guidelines.