Project Distribution Guideline
UG and PG courses

The project Distribution Guidelines of Institute for PG and UG courses, approved at the online meeting of the Research Committee held on 12th September, 2020 from 04.00 P.M, are as follows

1. A maximum of four students should be allowed in a group of UG. Students can select their group members. After the formation of groups, **a ranking of groups** is to be done based on the average SGPA of the group members.

2. A list of **project domain + sub-domain** (or specific work area) combinations should be shared with students (but strictly *without faculty name*) and students will give their order of preference to all listed domain/sub-domain (can be done via Google form and only one representative from each group will be allowed to fill-up the form). Project domain/sub-domain combinations should be different for each faculty member. However, a faculty member can take multiple groups on the same domain/sub-domain or can take multiple groups under different domain/sub-domain.

3. Faculty will be allotted groups according to the **order of preference of domain/sub-domain given by each group**. This allotment process is to be done in a **Departmental Academic Committee** meeting in the presence of all faculty members.

4. At first, each faculty should be allotted **only one group** according to the highest domain/sub-domain preference given by the groups serially considered in order of their rank in the group list. A faculty can take the second (or more) group only after all the faculty are assigned with **at least one project**. If a faculty disagrees to take a particular group (based on their highest preference), then the next preference of that group's will be considered.

5. In case a group does the project from outside of the institute, the department will assign an internal guide who knows the project domain.

6. For UG students, at the beginning of 5th semester, students should be assigned to faculties for **Minor Project** following the above group distribution guideline, which will be converted to **Major Project** from 6th Sem. However, after the end of 6th Sem, if a faculty deny supervising a particular group, in that case, the projects group can be exchanged between two faculty members with mutual consent of the students subject to permission from **DAC**.

7. For PG students (including MCA), the project should start from the 1st Sem. Each student should be assigned to a faculty following the guideline from 2-5.