

Programme Handbook
B.Des Communication Design
School of Design
Sushant University

Programme Handbook - Bachelor of Design - Communication Design (B.Des CD)

(*Applicable to students admitted in the academic year 2026 - 28)

PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this document, unless the context otherwise requires:

1. “**Programme**” means Degree Programme, that is Bachelor of Design, Degree Programme (B.Des)
2. “**Discipline**” means specialization or branch of Bachelor of Design, Degree Programme (B.Des), like Product Design, Interior Architecture , etc.
3. “**Course**” means a theory or practical subject that is normally studied in a semester, like Principles of design.
4. “**Director, Academic Affairs**” means the authority of the University who is responsible for all academic activities of the Academic Programmes for implementation of relevant rules of this Regulations pertaining to the Academic Programmes.
5. “**Dean/Director**” means head of the School conc/erned.
6. “**PD**” means Programme Director of the respective programme of the School concerned.
7. “**Controller of Examinations (COE)**” means the authority of the University who is responsible for all activities of the University Examinations.
8. “**SU/ University**” means Sushant University (Erstwhile Ansal University)
9. “**MSE**”- Mid-Semester Evaluation, “**ESE**”- End Semester Examination, “**SGPA**”- Semester Grade Point Average, “**CGPA**”- Cumulative Grade Point Average, “**TDCC**”- Trans Disciplinary Certificate course.

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1. ADMISSION

1.1. Candidates seeking admission to the first semester of the eight semester B.Des Degree Programme: Should have passed (with 50% marks) the Higher Secondary Examinations of (10+2) Curriculum (Academic Stream) prescribed by the State/Central Examination Boards or any examination of any other recognized body.

1.2. Lateral entry admission

The candidates who possess the Diploma in Design awarded by the State Board of Technical Education, or its equivalent are eligible to apply for Lateral entry admission to the third semester of B.Des.

1.3. Migration/Transfer of candidates pursuing B.Des from another University approved by UGC shall be granted as per the approval of the School level lateral admissions and Migration Committee (LAMC) in the appropriate semester as per credit mapping with appropriate remedial courses undertaken.

1.4. All Migration/Transfers are subject to the approval of the Vice Chancellor of SU.

2. STRUCTURE OF PROGRAMME

2.1. Credits requirement

Minimum credit requirement is 200 credits for a student to be eligible to get an Undergraduate Degree in Design (any specialisation among ID, IA, PD, CD, FT, UX).

2.2. Categorization of Courses

B.Des Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows:

Sl.	Category	Suggested breakup of Credits (Total 200)
1	Core Courses	126
2	Discipline Specific Electives (DSE)	30
3	Generic Electives I (GE I)	6

4	Generic Electives II (GE II)	4
5	Dissertation/Internship	25
6	Skill Enhancement Course (SEC)	3
7	Ability Enhancement Course (AEC)	4
8	Service Learning/Community Service Based Course	2
	Total	200

2.3.1 Induction Programme

An induction programme with two weeks duration will be conducted before the commencement of I semester class as per the school curriculum or preference. The following physical activities shall be completed during the induction programme

I. Physical fitness and Health

II. Culture

Learning an art form

Heritage

Intangible Cultural Heritage

III. Literature & Media

Literature, Cinema and Media

Group reading of classics

IV. Social Service

Social Awareness

Social Service

V. Self-Development

Spiritual, Mindfulness &
Meditation

Religion and Inter-faith

Human Values

Behavioural and Interpersonal skills

Lectures

VI. Nature

Nature Club

Environment Protection (non-credit
course)

VII. Innovation

2.3.2. Other Courses

Constitution of India

Universal Human Values

Indian Traditional Knowledge

Learning an art form

2.4. Bridge/Capstone Courses

A bridge/capstone program with minimum two weeks duration will be conducted before the commencement of 1st semester class as per the school curriculum keeping in mind the background of majority of the inducted students. The courses offered under the Capstone Programme would be pertaining to basic skills, extra courses to understand existing skill-set in the current batch of students and also build a conversational bridge between the faculty team and new students. This is also seen as an excellent opportunity to encourage comradeship among the students who come from different education backgrounds, cities and work ethics. Some of the courses can be offered in tandem with selected immediate seniors or second year students who then become informal mentors to the new batch.

Following is a list of suggested subjects indicative of -.

I. Learning From Art

1. Art appreciation`
2. World around us (in art)

II. Representation skills

1. How Design is communicated
2. Understanding digital representation
3. Tools and techniques of expressing ideas
4. Mood boards and other presentation methods

III. Personal Development

1. Time management and School culture at SoD
2. Developing an attitude for Design
3. Physical fitness

IV. Design Aptitude

1. Critical Thinking and making
2. Social issues and the designer's role
3. Universal Human Values

2.5. Number of courses per Semester

Each semester curriculum shall normally have a blend of core courses not exceeding 22 credits and Employability Enhancement Course(s) not exceeding 5 credits. Each Employability Enhancement (EE) Courses may have credits assigned as per curriculum. Throughout the course of the four years, the programme will have at least one professional internship not less than 25 credits as a continuous in eighth semester.

2.6. Credit Assignment

Each course is assigned certain number of credits based on the following:

Contact period per week	Credits
1 Lecture period	1
1 tutorial Periods	1
2 Laboratory Periods (also for EE Courses like Seminar/project work/case study/etc.)	1

2.7 Industrial Training / Internship

2.7.1. The students are required to undergo Industrial training for a period (15 Weeks) as specified in the Curriculum during eighth semester. The semester-long internship has to be undertaken continuously as per the requirements of the programme. Other summer or winter internships may be encouraged to keep students connected to the industry standards; however, they may not be compulsory.

2.7.2. The students may undergo Internship at Research organization / University/Industry (after due approval from the Dean/Director) for the period prescribed in the curriculum during eighth semester, in lieu of Industrial training. The students shall be permitted to carry out their internship during the eighth Semester. The report of which under the industry as well as faculty mentor to be submitted and presented at the end of eighth Semester.

2.8. Industrial Visit

Every student is required to go for at least one Industrial Visit every semester starting from the first semester of the Programme. The Deans/Directors shall ensure that necessary arrangements are made in this regard. Industrial visits may be undertaken in groups with other disciplines, under the guidance of a faculty mentor or individually as per the requirements of the curriculum and the content of a particular subject.

2.9. Massive Open Online Courses

Students may be permitted to credit one online course under Massive Open Online Course (which are provided with a certificate) subject to a maximum of two credits. The approved list of online courses will be provided by the concerned department from portals like Swayam, NPTEL, edX, Udemy before the commencement of every semester. The credit attained through MOOC course has to be transferred to the marksheet of their respective semester and will be a compulsory course to meet the programme requirements. In a scenario, where the complete assessment is not done by the MOOC platform the school may conduct its own exam for evaluation of the respective course. The details regarding online courses taken up by students should be sent to the Controller of Examinations one month before the commencement of End Semester Examination.

2.10. Medium of Instruction

The medium of instruction is English for all courses, examinations, seminar presentations and project / thesis / dissertation reports.

3. ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER

3.1. A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.

Every student is expected to attend all classes of all the courses and secure 100% attendance. However, in order to make provision for certain unavoidable reasons such as Medical / participation in sports, the student is expected to attend at least 75% of the classes.

Therefore, **he/she shall secure not less than 75%** (after rounding off to the nearest integer) of overall attendance.

3.2. However, a student who secures attendance between 65% and 74% in the current semester due to medical reasons (prolonged hospitalization / accident / specific illness) / participation in sports events may be permitted to appear for the current semester examinations subject to the condition that the student shall submit the medical certificate/ sports participation certificate attested by the Dean/Director. The same, after approval of the VC shall be forwarded to the Controller of Examinations for record purposes.

3.3. Except special circumstances as mentioned in clause 3.2, students who secure less than 75% attendance in all the courses of the semester and students who do not satisfy the other requirements as specified by their respective programme shall not be permitted to write the University examination at the end of the semester. They are required to repeat the

incomplete semester in the summer exams, as per the norms prescribed and duly notified by the Controller of Examinations.

4. FACULTY MENTOR

To help the students in planning their courses of study and for general advice on the academic programme, the Dean/Director of the Department will attach a certain number of students to a teacher of the Department who shall function as Faculty mentor for those students throughout their period of study. The Faculty Mentor shall advise the students in registering and reappearing of courses, authorize the process, monitor their attendance and progress and counsel them periodically. If necessary, the Faculty Mentor may also discuss with or inform the parents about the progress / performance of the students concerned or address their concerns if any.

The responsibilities for the faculty mentor shall be:

- To act as the channel of communication between the Dean/Director and the students of the respective group.
- To collect and maintain various statistical details of students.
- To inform the students about the various facilities and activities available to enhance the student's curricular and co-curricular activities.
- To guide student enrolment and registration of the courses.
- To authorize the final registration of the courses at the beginning of each semester.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.

5. PROGRAMME COMMITTEE

5.1. Every Programme shall have a Programme Committee consisting of teachers of the programme concerned, student representatives and chaired by the Dean/Director. It is like a 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching-learning process. The functions of the Programme committee include-

- Solving problems experienced by students in the classroom and in the laboratories.
- Informing the student representatives, the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives, the details of

regulations regarding weightage used for each assessment. In the case of practical courses (laboratory/ project work / seminar etc.) the breakup of marks for each exercise / module of work, should be clearly discussed in the Programme committee meeting and informed to the students.

- Analysing the performance of the students of the respective Programme after each test and devising the ways and means of solving problems, if any.
- Identifying the weak students, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such weak students.

5.2. The Programme committee shall be constituted within the first week of each semester by the Dean/Director.

5.3. At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the Programme committee depending upon the strength of the programme. In case any of the designated student representatives are unavailable for the meeting due to unavoidable reasons, they may depute any of their classmates to represent them.

5.4. The Chairperson of the programme committee (Programme Director) shall invite the faculty mentor(s) to the programme committee meetings. In case any faculty member is unable to attend, they may have access to the recording and minutes of the proceedings and their issues may be addressed in absentia.

5.5. The Programme Director is required to prepare the minutes of every meeting, submit the same to the Dean/Director within two days of the meeting and arrange to circulate it among the students and faculty members concerned.

5.6. The first meeting of the Programme committee shall be held within two weeks from the date of commencement of the semester, in order to inform the students about the nature and weightage of assessments within the framework of the regulations. Two or three subsequent meetings shall be held in a semester at suitable intervals. The Programme Committee shall put on the Notice Board the cumulative attendance particulars of each student at the end of every such meeting to enable the students to know their attendance details. During these meetings the student members representing the respective class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

5.7 The recorded minutes of the meeting shall be made available to all members of the committee and the students in the class.

6. COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one discipline or group, shall have a “Course Committee” comprising all the teachers teaching the common course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the Dean/ Director depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The ‘Course committee’ shall meet in order to arrive at a common scheme of evaluation for the test and shall ensure a uniform evaluation of the tests. Wherever feasible, the course committee may also prepare a common question paper for the internal assessment test(s).

7. EXAMINATION SYSTEM

7.1. The academic performance of students is adjudged by the aggregate of continuous mid Semester Evaluation (MSE) and the End Semester Examination (ESE).

7.2. Each course, both theory and practical (including project work & viva voce Examinations) shall be evaluated for a maximum of 100 marks.

- The weightage of End Semester Jury (ESE) to Mid Semester Evaluation (MSE) and final internals of all courses except TDL/Soft-Skills courses is 50% to 50%.
- The weightage of End Semester Jury (ESE) to Mid Semester Evaluation (MSE) of TDL/TDCC courses is 40% to 60%.

7.3. Industrial training shall be part of the course concerned.

7.4. The University examination (theory and practical) of 2 hours duration shall ordinarily be conducted twice in December and May for Odd and Even semester respectively.

End Semester Examination question paper pattern is given below:

A question paper for theory examinations of a course unit of any programme will be of 2 hours’ duration with maximum marks 50/50 (weightage 50%) and will have three parts; Part A, Part-B and Part-C. (The duration of practical examinations will be as required and the value addition courses will have different format).

Part-A: 28 Marks (students are advised to devote approximately 50 minutes to 60 minutes out of total 2 hours on this part)

In this section, a student is required to answer 4 out of 5 given questions. Each question will be of 7 marks. These questions may include short numerical problems or theory questions to assess students' understanding of concepts and frameworks.

If needed in this part, a question might be designed to have maximum two sub-parts (a) and (b) with weightage of 3 and 4 or 4 and 3 marks respectively to enable testing on more concepts and frameworks.

Part-B: 20 Marks (students are advised to devote approximately 30 minutes to 40 minutes out of total 2 hours on this part)

In this part, a student is required to answer any 2 out of 3 given questions. Each question will have a weightage of 10 marks and may include long theory questions or numerical problems requiring students to apply the concepts to a given situation or in a given context and analyse a situation.

If a faculty feels that a question in this section needs to have sub-parts, there may be maximum two sub- parts provided that sub-part (a) involves understanding of a concept through a numerical or a theory question and sub-part (b) is application/ analysis of the concept used in sub-part (a).

Part-C: 12 Marks (students are advised to devote approximately 20 to 30 minutes out of total 2 hours on this part)

This part will be compulsory without any choice and will have a weightage of 12 marks. This may be a case study, a hypothetical problem or a situation seeking a possible solution(s), students' response to a situation based on general awareness of the broad discipline of study etc. The objective is not only to judge the skills of students to apply the concept to a particular situation or context but also to assess his/her analytical ability and how a student make realistic assumptions and can ascribe meaning to data (given in the question paper or to be assumed). The students will also be tested on integrative and evaluative skills by making them apply more than one concept together in a given situation or the context.

End Semester jury is given below:

A jury for studio and practical for examinations of a course unit of any programme will be of 1 hours' duration with maximum marks 50 (weightage 50%). (The duration of practical examinations will be as required and the value addition courses will have different format).

7.5. The University examination for project work/dissertation shall consist of evaluation of the final report submitted by the student or students of the

project group (of not exceeding X students) by an external examiner and an internal examiner, followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.

7.6. For the University examination in both theory and practical courses including project work/Dissertation the internal and external examiners shall be appointed by the Dean/Director in consultation with the Controller of Examinations.

8. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

8.1. Internal Assessment

For all theory and practical courses, the distribution of marks for various components for the Internal Assessment is shown below in the table:

8.1.1 For a course of 100 marks containing only Theory Component

Mid Semester Examination (MSE)	Final Internal Assessment (assignments/ reports) (FIA)			Internal Total (MSE + FIA)	External Total (End Semester Exam, ESE)
	Quiz(s)/ Presentation (s)	Assignment(s)	Attendance		
20	20	5	5	50	50

8.1.2. For a course of 100 marks containing only Lab Component

Mid Semester Examination (MSE)	Final Internal Assessment (assignments/ reports) (FIA)	Internal Total	External Total (End Semester Exam, ESE)

	Lab/ practical performed & Lab report	Assignment(s)	Attendance	(MSE + FIA)	
20	20	5	5	50	50

8.1.3. For a course of 100 marks containing both theory and Lab Component:

Mid Semester Examination (MSE)				Total
Quiz(s)/ Presentation (s)		Lab/ practical performed & Lab report		
10		10		20
Final Internal Assessment (assignments/ reports) (FIA)				Total
Quiz(s)/ Presentation (s)	Lab/ practical performed & Lab report	Assignment(s)	Attendance	
10	10	5	5	30
Internal Total (MSE + FIA)				50
END SEMESTER EXAMINATION				
Final End Semester Presentation/ Lab/ practical performed & Lab report				Total
50				50

8.2. TDCC Courses

For Inter disciplinary/trans disciplinary certificate courses the External Assessment Marks will be 40 and Internal Assessment will be 60.

8.3. Internship/Project Work

8.3.1. Here the Internal Assessment based on project prepared and submitted will be 50 and the External Assessment based on Viva-voce/presentation will 50.

8.3.2. If a student fails to submit the project report on or before the specified deadline, he/ she is deemed to have failed in the Project Work and shall re-register for the same in a subsequent semester.

8.4. Seminar Papers – Not Applicable

The seminar / Case study is to be considered as purely INTERNAL (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee and for each semester.

8.5. Attendance and Assessment Record

Every teacher is required to upload on ERP the 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each lecture or practical or project work class, the test marks and the record of class work (topic covered), separately for each course. The teacher is also expected to safely keep excel of the attendance and the assessments. The University or any inspection team appointed by the University may verify the records of attendance and assessment of both current and previous semesters.

9. EXAM REGULATIONS

9.1. Requirements for appearing for End Semester Examinations- A student shall normally be permitted to appear for the End Semester Examinations for all the courses registered in the current semester (vide clause 9.10) if he/she has satisfied the semester completion requirements.

9.2.-The students-will be graded under absolute 10-point **Grading Scheme** as given below:

Grade	Range	Grade Point Attached
O	>=95	10
A+	>=85	9
A	>=75	8
B+	>=70	7
B	>=60	6
C	>=50	5
F	<50	4

AB	—	0
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9.3. Passing Criterion

A student has to fulfil the following conditions to pass any B.Des academic programme:

- A student should earn minimum “C” grade in all courses separately. However, he/she can improve his/her grade (“C” grade onwards) by re-appearing.
- To pass a course, student must obtain 50% marks in the aggregate of Mid Semester Evaluation (MSE) & End Semester Examination (ESE). In order to pass a particular course, student must appear in the Final examination irrespective of the marks obtained in the Mid Semester Evaluation.
- For successful completion of a programme, the student should secure a minimum Cumulative Grade Point Average (CGPA) of 5.0 at the end of final year of the Programme.

9.4. Promotion to Next Year

The promotion rules are applicable only for under-graduate programs across the university.

The promotion rules for B.Des are as under:

1. The students will not be debarred from going to the 2nd year, irrespective of their result of the 1st year.
2. They will be promoted to 3rd year only if at least 60% of the courses prescribed in the 1st year (excluding TDL & Soft Skills) are clear.
3. Similarly, the conditions for promotion to 4th year will be clearing a minimum of 60% courses in 2nd year.
4. Finally, the students will become eligible to earn the degree only if they fulfil the passing criterion.

9.5. Exam Duration

All End Semester Examinations (ESE) would be of two hours duration unless specified otherwise.

9.6. Re-Appearing

There is a provision for re-appearing in the examination (without attending the course-work again) for a course. Re-appearing in examination will be in following cases:

1. A student who fails to meet passing criteria in a course shall be eligible to re-appear in the examination of such course as and when scheduled, with a view to improve the performance.
2. A student who fails to appear in the examination shall be eligible to subsequently re-appear in the examination when scheduled for the next batch of students.
3. The latest result obtained by the student in re-appear courses is considered final and the same will be considered for calculating his/her SGPA and CGPA.
4. There is no provision of re-appear in the Mid Semester Evaluation (MSE). **Students who have not passed a course need to take the re-appear of the End Semester Examination (ESE). The previous internal marks shall be carried forward.**
5. A student who has to re-appear in ESE in terms of provisions made above shall be examined as per the syllabus in the scheme of teaching applicable at the time of his/her joining the concerned programme. However, in cases where only some minor modifications have been made in the syllabus of the course(s) and the Dean/Director of the concerned Department certifies the same, the examination may be held in accordance with the revised syllabus.

9.7. Improvement of Score

- If a student has poor performance in a number of courses in a particular term, he may at his option, take only one academic break for one year, and re-register for both the semesters of that academic year in the next academic year on payment of prescribed fee. Such a student may have the option of repeating any or all the courses in the semester(s) and retain the credits already earned by him in other course(s).

- A student shall be allowed to improve his SGPA and CGPA by re-appearing in the Examination(s) in the Courses of his choice when these examinations are held in normal schedule in which case his Mid Semester Evaluation (MSE) shall be carried forward. However, permission will not be granted to improve internal assessment. The best of the marks obtained in that subject(s) shall be taken into consideration for calculating the SGPA and CGPA and eligibility for award of a degree.
- A student, who has failed to meet the passing criteria (required CGPA), have the option to re-appear in the Final Examination (End Semester Examination) of those courses in which he/she desires to improve his/her performance in order to secure the minimum CGPA, when these examinations are scheduled for next batch of students. **Improvement is only possible in courses which have a written theory exam component in the ESE (VIVA, Jury and submission-based ESE cannot be taken for improvement).**
- Improvement in the score of courses completed by a student prior to his lateral entry in the University shall not be allowed.

9.8. Methods for Redressal of Grievances in Evaluation

Rechecking/Re-Evaluation of Answer Books of ESE:

1. Students are entitled to ask for re-checking or re-evaluation of any of his/her paper(s) on the payment of prescribed fee within the stipulated time as notified by the Controller of Examinations.
2. If the re-evaluated/ re-checked marks are less than the earlier obtained marks, the same less marks will be treated as final.
3. Re-evaluation is not applicable to any Jury/ Viva based examinations.

9.9. Disciplinary Control of Students in Examinations

1. The student shall maintain proper discipline and orderly conduct during the examinations. They shall not make use of any unfair or dishonest means or indulge in disorderly conduct in the examinations.
2. No student will be allowed to appear in the Examination unless he/she is carrying his/her **ID Card and Admit Card during End Semester Examination**. All the students reappearing in End Term Examination will be allowed with the valid admit card.
3. If a student is found in possession of written/printed matter related to the subject of examination on anything (such as mobile phone, piece of paper or cloth, scribbling pad etc.), other than the answer book, any other response sheet specifically provided by the University to the students, it will be treated as act of unfair means and such cases will be forwarded to Unfair Means Committee.

9.10. Duration of the Programme

The minimum period required for completion of a programme shall be as specified in the Scheme of Teaching and Examination and Syllabi for a programme approved by the Academic Council on the recommendations of the Board of Studies.

The maximum number of years within which a student must pass the credit requirements for award of a degree is as follows:

- i. For 3/4 years Programs = n+2 years

The maximum permissible period includes academic break, if availed by the student.

9.11. Grade sheet

After results are declared, Grade Sheets will be issued to each student which will contain the following details:

- The list of courses registered during the semester and the grade scored.
- The Grade Point Average (GPA) for the semester. The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards

would be shown on the final semester grade sheet.

The Semester performance of a student is indicated as “Semester Grade Point Average (SGPA)”. The SGPA is weighted average of Grade Points of all letter grades awarded to a student for all the Courses in the semester. The formula for Computing SGPA is given below:

$$\text{SGPA} = \frac{\text{Grade points secured in the Semester}}{\text{Associated Credits in the Semester}}$$

The overall performance of a student in all the previous Semester(s) including the current Semester is indicated as “Cumulative Grade Point Average (CGPA)”. The Cumulative Grade Point Average (CGPA) is the weighted average of grade points of all letter grades awarded to a student for all the courses in the previous Semester(s) including the current Semester. The formula for computing CGPA is given below:

$$\text{CGPA} = \frac{\text{Cumulative Grade points secured in all the previous Semester(s) including the Current Semester}}{\text{Associated Credits in the previous Semester(s) including the current Semester}}$$

CGPA to Percentage Conversion Formula is given below:

$$\text{Percentage (\%)} = \text{CGPA (X) 10}$$

9.12. Eligibility for the Award of the Degree

A student shall be declared to be eligible for the award of the Bachelor of Design, Degree Programme (B.Des) Degree provided that the student has:

1. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student’s programme within the stipulated time.
2. Successfully passed all the Courses as per curriculum.

3. Successfully completed the Programme requirements, appeared for the End-Semester examinations and passed all the subjects prescribed.
4. The award of Degree must be approved by the Academic Council of SU.

9.13 Declaration of Result

The university shall strive to declare the results of every examination conducted by it within a period of thirty days from the last date of the examination for that particular programme/course and shall in any case declare the results latest within a period of forty-five days from such date

9.14 Convocation

Convocation of the university shall be held every academic year for conferring degrees, diplomas, certificates and shall be conducted as specified in the Act/Statutes. The dates for the convocation (normally within six months) shall be notified well in advance to all the students.

10. PROVISION FOR AUTHORISED BREAK OF STUDY

10.1. Students who apply for Academic Break and the case is recommended by the Deans/Directors for justifiable reasons to be recorded, can be granted academic break of one year to the students, if approved by the Vice Chancellor, under the following circumstances:

- a. The student has been continuously ill.
- b. Career advancement
- c. Justified personal reasons.

10.2. The student who is granted academic break shall not be required to pay the academic fee for that year. However, on re-joining, he/she will pay the fee applicable to the batch he/she joins.

11. DISCIPLINE

Every student is required to observe discipline and decorous behaviour both inside and outside the University and not to indulge in any activity which will tend to bring down the prestige of SU. The disciplinary committee of the University enquires into acts of gross indiscipline and notify the University about the disciplinary action taken against the student.

12. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

School of Design, SU may from time-to-time revise, amend or change the Regulations, Curriculum, Syllabus and scheme of examinations as proposed by the BOS and approved by the Academic Council.

13. EXTRA/ CO-CURRICULAR ACTIVITIES OF THE SCHOOL

The School may have activities like Physical Activities (Sports), Cultural, literature and Media, Social Service Scheme (NSS), Self-Development such as Yoga and Human Values, Nature Club, Yoga, etc. focusing on the holistic development of its students.

Clubs At SoD

- The **Dance Club** at SoD takes immense pride in being able to express their emotions and spirits through the art of choreography. Teamwork and individual performances bring out the best values in the students.
- The **Theatre Club** at SoD carries a dynamism in its existence. It is a platform to highlight the values of the society through a participatory approach.
- The **Photography Club** of SoD aims at encouraging the budding cohorts of photographers to develop an eye for detail. The students showcase their work on social media and exhibitions.
- The **Music Club** at SoD displays a wide range of musical genres such as jazz, rock, pop, grunge, rap etc. that are pursued passionately by the students.
- The **Art Club** of SoD is a platform to actively create marvelous art pieces outside the classroom both for internal events as well as exhibitions.
- The **Literature Club** at SoD is the place for writers to unleash their passion for writing. There is a diversity in the form of expression: poems, prose, research writing and so on.
- The **Sports Club** of SoD aims to achieve excellence in sports. Participation in different sports fosters leadership, teamwork, discipline, and confidence in the students.

14. PROGRAMME STRUCTURE OF THE RESPECTIVE PROGRAM

Courses with relevance to Employability Entrepreneurship & Skill Development			
S.No	Nature	Color Code	
1	Courses with focus towards promoting Employability		FOR ALL SCHOOLS
2	Courses with focus towards promoting Entrepreneurship		
3	Courses with focus towards promoting Skill Development		
4	Courses with focus towards promoting Employability, Entrepreneurship & Skill Development		

SEMESTER-I (Common Foundation Programme)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours / Week	Tutorial (T) Hours/ Week	Practical (P) Hours/ Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BCF-1P05	Materials & Exploration I	Employability/Skill Development	1	1	2	3	
23BCF-1P06	History of Art & Design I *	Skill Development	2	1	0	3	
23BCF-1P02	Storytelling & Creative Writing	Skill Development/Entrepreneurship	1	1	0	2	
23BCF-1P03	Visualization & Representation *	Employability/Skill Development/Entrepreneurship	1	2	2	4	
23BCF-1P04	Contextual Studies I	Employability/Skill Development/Entrepreneurship	1	2	2	4	
<u>Skill Enhancement Course (SEC)</u>							
23BCF-1P01	Expression in Color & Light		1	1	0	2	
<u>Ability Enhancement Course (AEC)</u>							
	English Communication/Modern Indian Language *	Skill Development	1	0	2	2	
						20	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER-II (Common Foundation Program)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BCF-2P01	Film, Media and Culture	Employability/Skill Development/Entrepreneurship	1	1	0	2	
23BCF-2P03	Image Making & Representation *	Employability/Skill Development/Entrepreneurship	1	2	2	4	
23BCF-2P04	Contextual Studies II	Employability/Skill Development/Entrepreneurship	1	2	2	4	
23BCF-2P05	Materials & Exploration II	Employability/Skill Development/	1	1	2	3	
23BCF-2P06	History of Art & Design II *	Skill Development/	2	1	0	3	
<u>Skill Enhancement Course (SEC)</u>							
23BCF-2P02	User Study & Experience	Employability/Skill Development/Entrepreneurship	1	0	2	2	
<u>Ability Enhancement Course (AEC)</u>							
EVS2111	Environmental Science *		1	0	2	2	
						20	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER III (Domain Foundation Program)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BCF-3P04	Craft and Textile Heritage	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23BCF-3P03	Photography [common]	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23BCF-3P02	Typography	Employability/Skill Development/Entrepreneurship	1	2	2	4	
23BCF-3P01	Design with AI I [common]	Employability/Skill Development/	1	2	2	4	
	Discipline Specific Elective II *		1	1	0	2	
<u>Skill Enhancement Course (SEC)</u>							
23BDS-3P05	Foreign Language/MOOC *	Skill Development	1	1	0	2	
<u>Ability Enhancement Course (AEC)</u>							
23DEL-3P01 23DEL-3P02 23DEL-3P03	Discipline Specific Elective I *		1	1	0	2	
<u>Generic Electives I (GE I)</u>							
TDCC	Trans Disciplinary Certificate Course *		1	0	2	2	
						22	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER IV (Domain Foundation Programme)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BCF-4P04	Packaging Design	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23BCF-4P05	Typography	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23DEL-4P01 23DEL-4P02 23DEL-4P03	Discipline Specific Elective III *	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23BCF-4P02	Visual Design Project	Employability/Skill Development/Entrepreneurship	1	2	2	4	
23BCF-4P03	Motion Graphics I	Employability/Skill Development/Entrepreneurship	1	2	2	4	
<u>Skill Enhancement Course (SEC)</u>							
23BCF-4P01	Digital Design & Presentation II	Employability/Skill Development	1	1	2	3	
<u>Generic Electives I (GE I)</u>							
TDCC	Trans Disciplinary Certificate Course *		1	0	2	2	
						22	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER V (Specialization)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
21BCD-5P01	Infographics (typography)	Employability/Skill Development/	1	1	4	4	
21BCD-5P02	Brand Personality Design	Skill Development/Entrepreneurship	1	1	2	3	
21BCD-5P03	UX/UI	Skill Development/Entrepreneurship	1	1	2	3	
21BCD-5P04	Advertising	Employability/Skill Development/Entrepreneurship	1	2	0	3	
23DEL-5P01 23DEL-5P02 23DEL-5P03	Discipline Specific Elective IV *	Employability/Skill Development/Entrepreneurship	1	1	0	2	
23BCD-5P05	Storytelling for Documentary Films	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23BDS-5P06	Internship Evaluation *	-	0	2	0	2	
<u>Generic Electives I (GE I)</u>							
TDCC	Trans Disciplinary Certificate Course *		1	0	2	2	
						22	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER VI (Specialization)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BCD-6P01	Animation	Employability/Skill Development/Entrepreneurship	1	1	4	4	
23BCD-6P02	<i>Semiotics (symbolic representation, signs, Logo symbols)</i>	Employability/Skill Development/Entrepreneurship	1	1	2	3	
23BDS-6P03	Certification Course *	Employability/Skill Development/Entrepreneurship	1	1	4	4	
23BCD-6P04	Film and video	Employability/Skill Development/Entrepreneurship	1	2	0	3	
23DEL-6P01 23DEL-6P02 23DEL-6P03	Discipline Specific Elective V *	Employability/Skill Development/Entrepreneurship	1	1	0	3	
23BDS-6P05	Practice Management	Skill Development/Entrepreneurship	1	2	0	3	
<u>Generic Electives I (GE I)</u>							
TDCC	Trans Disciplinary Certificate Course *	Employability/Skill Development/	1	0	2	2	
Total						22	
Claim credits for Scopus/ABDC/UGC/ Patent granted/national level Sport medal/National level championship winner (1st to 3rd) like Hackathon etc						2	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER VII (Specialization)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BCD-7P01	Thesis-Communication Design	Employability/Skill Development/	3	4	10	12	
23BCD-7P02	Event Design	Employability/Skill Development/Entrepreneurship	1	2	2	4	
23BCD-7P03	Portfolio & Presentation	Employability/Skill Development/	1	1	2	3	
23BCD-7P04	Thesis Report	Skill Development/	1	2	0	3	
<u>Generic Electives I (GE I)</u>							
TDCC	Trans Disciplinary Certificate Course *	Employability/Skill Development/Entrepreneurship	1	0	2	2	
						24	

Note: (* represents the subjects common among all B.Des programmes)

SEMESTER VIII (Specialization)

Course Code	Course Title	Employability/Skill Development/Entrepreneurship	Lectures (L) Hours/Week	Tutorial (T) Hours/Week	Practical (P) Hours/Week	Total Credits	Actual Percentage of Courses out of total Courses
<u>Core Courses</u>							
23BDS-8P01	Internship (12 weeks)*	Employability/Skill Development/	0	0	12 weeks	20	

Note: (* represents the subjects common among all B.Des programmes)