

# **M. PLAN (TOWN AND COUNTRY PLANNING)**

## **MASTER OF PLANNING**

[2 YEAR FULL TIME POST GRADUATE DEGREE PROGRAM]

### **REGULATIONS**

2023 - 2024 Batch (New Syllabus)

## **CHOICE BASED CREDIT SYSTEM (CBCS)**

### **FACULTY OF ARCHITECTURE, DESIGN AND PLANNING**





## **M.PLAN (TOWN AND COUNTRY PLANNING)**

### **REGULATIONS**

#### **2023 - 2024 batch ((CBCS))**

**These regulations are effective from the academic year 2023 - 2024 and applicable to the Full-Time candidates admitted to M.Plan (Town and Country Planning) during 2023 - 2024 and onwards.**

*The M.Plan (Town and Country Planning) F2018 Degree program (professional, post-graduate level) aims at producing planning professionals who will assume major leadership role in shaping the future of development across various planning platforms, they will become the instruments change growth and developments.*

*The main goal is to inculcate research abilities and understanding in various focus areas of planning through live **research - analysis - proposal** based models.*

### **1. ADMISSION**

Candidates seeking admission to the first semester of the four semesters M.Plan (Town and Country Planning) Degree Programme: should have compulsorily passed

- B.Arch having secured minimum 50% in aggregate
- B.E. Civil having secured minimum 50% in aggregate
- Masters in (Social works, Sociology, Economics) having secured minimum 50% in aggregate

Preference will be given to candidates who have passed level GATE examinations in Architecture and Planning / Design respectively or any other equivalent test at graduate level and having a valid score as prescribed by the UGC / MHRD, Govt. of India.

#### **1.2 Lateral Entry Admission not permitted**

#### **1.3 Migration**

The University may at its discretion permit M.Plan (Town and Country Planning) candidates from other institutions to migrate subject to the maximum number of students not exceeding the permitted maximum intake in a class as well as satisfying other academic requirements.

### **2. PROGRAMMES OFFERED**

2.1 Faculty of Architecture, Planning & Design offers M.Plan (Town and Country Planning)

#### **2.2 INTAKE**

Total intake is 20 in the current batch.

### **3. MODE OF STUDY**

#### **3.1 Full-Time:**

In this mode of study, the candidates are required to attend regular classes, to satisfy University attendance and assessment requirements.

### **4. STRUCTURE OF PROGRAMMES**

**4.1** The Programme will have curricula and syllabi consisting of Core courses, Focus area, Elective, Dissertation & Thesis:

- (i) General core courses comprising Research and Field Studies, Social aspects, Human settlement, Planning projects and GIS.
- (ii) Focus Areas in Urban planning, Regional planning, Environmental planning, Transport planning and Housing
- (iii) Advanced Elective courses for specialization from any of the focus areas.
- (iv) Planning projects will shall increase in scale an complexity from semester 1 through semester 4 and culminating in a Dissertation and Thesis based on the focus area mentioned above.

There shall be a certain minimum number of core courses of elective courses that can be opted by the student. The blend of different courses shall be so designed that the student, at the end of the Programme, would have been trained not only in his / her relevant focus area but also would have developed as a socially conscious human being.

**4.2** Each semester curriculum shall normally have a blend of General core subjects, Focus Area, Advance Electives and Planning projects not exceeding 6 in total per semester.

**4.3** The prescribed credits required for the award of the degree shall be within the limits specified below.

PROGRAMME	MANDATORY CREDITS
M.Plan (Town and Country Planning)	80

**4.4** The medium of instruction for all Courses, Examinations, Seminars, Presentations and project / Thesis /Dissertation reports are English.

## **5. DURATION OF THE PROGRAMME**

- 5.1** A student is normally expected to complete the M.Plan (Town and Country Planning) Full Time Programme in 4 semesters (two academic years) but in any case, not more than 8 Semesters (four academic years) for all candidates.
- 5.2** Each semester shall normally consist of 90 working days or 540 hours each. The Dean shall ensure that every teacher imparts instruction as per the number of periods / hours specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.
- 5.3** The Dean may arrange additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods. But for calculation of attendance requirement or writing the end semester examinations by the students 540 hours conducted within the specified academic schedule alone shall be considered and the overall percentage of attendance shall be calculated accordingly.
- 5.4** The total period for completion of the Programme reckoned from the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 5.5** The student shall be allowed multiple entry and exit options. The student can obtain a PG diploma in Masters in Town and country planning if he / she successfully completes the first year.
- 5.6** The student who has completed PG diploma in PG diploma in Masters in Town and country planning or any other planning stream can be directly into the second year of the Masters in Town and country planning programme

## 6. REQUIREMENTS FOR COMPLETION OF THE SEMESTER

- 6.1 Ideally every student is expected to attend all classes and secure 100% attendance. However, to allow for certain unavoidable circumstances, the student is expected to attend at least 75% of the classes and the conduct of the candidate has been satisfactory during the course.
- 6.2 A candidate who has secured attendance between 65% and 74% (both included), due to medical reasons (Hospitalization / Accident / Specific Illness) or due to participation in University / District / State / National / International level sports or due to participation in Seminar / Conference / Workshop / Training Programme / Voluntary Service / Extension activities or similar programs with prior permission from the Registrar shall be given exemption from prescribed attendance requirements and shall be permitted to appear for the examination on the recommendation of the Head of the Department (HOD) concerned and Dean to condone the lack of attendance. The HOD must verify and certify the genuineness of the case before recommending to the Dean.
- 6.3 A candidate who has secured less than 65% of attendance in any semester will not be permitted to take the regular examination and has to continue the study in the subsequent semester. The candidate has to redo the course by rejoining the semester in which attendance is less than 65% with proper approval of the Registrar.

## 7. FACULTY ADVISER

To help the students in planning their courses of study and for general advice on the academic Programme, the Dean/Head of the Department will attach a certain number of students to a teacher of the Department who shall function as **Faculty Adviser** for those students throughout their period of study. Such Faculty Advisers shall advise the students and monitor the courses undergone by the students, check the attendance and progress of the students attached to him/her and counsel them periodically. If necessary, the faculty adviser may display the cumulative attendance in the Department notice board and discuss with or inform the Parents/Guardian about the progress of the students.

## 8. CLASS COMMITTEE

8.1. Every class shall have a class committee consisting of teachers of the class concerned, student representatives [one boy and two girls] and the concerned Dean/Head of the Department. It is to improving the teaching-learning process. The functions of the class committee include

- Solving problems experienced by students in the studios & class room.
- Clarifying the regulations of the degree Programme and the details of rules therein particularly clause 4 and 5 which should be displayed on department Notice-Board.
- 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 Studio courses (drawing / project work / seminar etc.) the breakup of marks for each / exercise /module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test and finding 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.

8.2 The class committee shall be constituted within the first week of each semester.

8.3 At least 2 student representatives (usually 1 boy and 1 girls) shall be included in the class committee.

8.4 The Chairperson of the Class Committee may convene the meeting of the class committee.

8.5 The Dean may participate in any Class Committee of the institution.

8.6 The HOD is required to prepare the minutes of every meeting, submit the same to Dean within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are some points in the minutes requiring action by the Management, the same shall be brought to the notice of the Registrar by the HOD through the Dean.

8.7 Two or three subsequent meetings may be held in a semester at suitable intervals. During these meetings, the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class to improve the effectiveness of the teaching-learning process.

## 9. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

**9.1** Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each lecture, studio class, the test marks and the record of class work (topic covered), separately for each course. This should be submitted to the HOD periodically (at least three times in a semester) for checking the syllabus coverage and the records of test marks and attendance. The Dean shall sign with date after due verification. At the end of the semester, the record should be verified by the Dean who will keep this document in safe custody (for five years). Records of attendance and assessment of both current and previous semesters shall be submitted for Inspection to the team appointed by the University/any other approved body.

**9.2 Continuous Internal Assessment (CIA):** The performance of students in each subject will be continuously assessed by the respective teachers as per the guidelines given below

### 9.2.1 STUDIO COURSEs and PRACTICAL COURSES:

S. No	CATEGORY	MAXIMUM MARKS
1.	Internal Jury (5 Jury x7 marks)	35
2.	Attendance	5
<b>Continuous Internal Assessment: TOTAL</b>		40*

\* - proportionate increase for all categories will be based on the total marks allotted for Continuous Internal Assessment for the concerned course.

\*\* - No of Exercise/Sheets depends on subject.

### THEORY COURSES:

S. No	CATEGORY	MAXIMUM MARKS
1.	Test 1	10
2.	Test 2	10
3.	Seminar	5
4.	Assignment	10
5.	Attendance	5
<b>Continuous Internal Assessment: TOTAL</b>		40*

### 9.2 ATTENDANCE

**Marks Distribution for Attendance**

S. No.	Attendance %	Marks
1	Between 91 % and 100%	5
3	Between 86 % and 90%	4
4	Between 81 % and 85%	3
5	Between 76 % and 80%	2
6	Less than 75 %	0

## 10. REQUIREMENTS FOR APPEARING FOR UNIVERSITY EXAMINATION

A candidate shall normally be permitted to appear for the University Examination of any semester commencing from I semester if he/she has satisfied the semester completion and attendance requirements and has registered for examination in all courses of the semester. Registration is mandatory for Semester Examinations as well as Arrears Examinations failing which the candidate will not be permitted to move to the higher semester. A candidate already appeared for subjects in a semester and passed the examination is not entitled to reappear in the same subject or subjects of the semester for improvement of grades / marks.

## 11. END SEMESTER EXAMINATIONS – Studio

**End Semester Examination (ESE):** End Semester Examination will be held at the end of each semester for each subject, which consists of 60 marks.

### 11.2 PATTERN OF ESE QUESTION PAPER: (Studio courses)

The ESE for studio subjects shall be conducted as an examination and/or as a final jury (viva-voce) for marks as per scheme of examination comprising external architect/related professionals with minimum 5 years' experience in practice or teaching.

Question Paper Pattern for Master of Planning (M.Planning) 2023 - 2024 Batch is as follows:

It will be divided into two parts, such as Part A and Part B.

**Part A** will contain 10 questions, which will be covering 2 questions from each unit. The students are required to answer any 5 questions out of the given 10 questions. (5x6=30marks)

**Part B** will contain 5 questions, which will be covering all five units of the syllabus with 'either – or' type. (5x14=70marks)

The exam will be conducted for **100 Marks and then converted to 60 Marks.**

TOTAL MARKS                      100 (MARKS)

INTERNAL MARKS                      40 (MARKS)

END SEMESTER EXAM              60 (MARKS)    TOTAL = 100 MARKS (Later Scaled down to 60 Marks)

## 12. PASSING REQUIREMENTS

**12.1 Passing minimum:** The passing minimum for CIA is 50% (i.e. 20 out of 40 marks). The passing minimum for ESE is 50% (i.e. 30 out of 60 marks). The overall passing minimum for every course is 50% i.e. 50 out of 100 marks (Sum of his/her score in internal and external examination).

**12.2** If the candidate fails to secure a pass in a particular Studio course as per clause 12.1, it is mandatory that candidate shall register and reappear for the examination in the subsequent semester as a arrear when examination is conducted in that course. Further the candidate should continue to register and reappear for the examination till a **pass** is secured in End Semester Examination of such arrear subjects.

The Continuous Internal Assessment marks obtained by the candidate in the first appearance shall be retained by the Office of the Controller of Examinations and improved CIA marks may be considered for all subsequent attempts till the candidate secure a pass.

## 13. AWARD OF LETTER GRADES

**13.1** All assessments of a course will be done on absolute marks basis. However, for reporting the performance of a candidate, letter grades, each carrying certain number of points, will be awarded as per the range of total marks (out of 100) obtained by the candidate in each subject as detailed below:

Letter grade	Marks Range	Grade Point	Description
O	91 - 100	10	OUTSTANDING
A+	81-90	9	EXCELLENT
A	71-80	8	VERY GOOD
B+	66-70	7	GOOD
B	61-65	6	ABOVE AVERAGE
C	55-60	5	AVERAGE
P	50-54	4	PASS
RA	<50		REAPPEARANCE
AB		0	ABSENT

### 13.2 GRADE SHEET

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

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

**GPA** is the ratio of the sum of the products of the number of credits (**C**) of courses enrolled and the points corresponding to the grades (**GP**) corresponding to the grades scored in those courses, taken for all the courses, to the sum of the number of credits of all the courses in the semester to the sum of the credits of all courses registered.

$$\text{GPA} = \frac{\text{Sum of [C * GP]}}{\text{Sum of C}}$$

**CGPA** will be calculated in a similar manner, considering all the courses enrolled from first semester. “**RA** grade will be excluded for calculating **GPA** and **CGPA**.”

**13.3** Whenever students, having arrear subjects, appear for the end semester examination during which there are no regular batch of students writing the same subjects, then, the letter grades for the arrears subjects shall be awarded based on the range of marks.

### 13.4 REVALUATION

Revaluation is not permitted for Studio courses.

## 14. ELIGIBILITY FOR THE AWARD OF THE DEGREE & PG Diploma

**A student shall be declared to be eligible for the award of the PG Diploma if he/she has**

- Successfully completed the first and second semester of the programme
- No disciplinary action is pending against him/her.
- The award of the degree must be approved by the Board of Management.
- Should have Successfully completed atleast one NPTEL, Swayam or other online course**

**A student shall be declared to be eligible for the award of the Degree if he/she has**

- Successfully gained the required number of total credits as specified in the Curriculum corresponding to his/her Programme within the stipulated time.
- Successful completion of Dissertation/ Thesis.
- Should have Successfully completed atleast two NPTEL, Swayam or other online course**
- Should have Successfully completed the two month summer training**

## 15. CLASSIFICATION OF THE DEGREE AWARDED

**15.1** A candidate who qualifies for the award of the Degree having passed the examination in all the courses in his/her first appearance within the specified minimum number of semesters and securing a **CGPA of not less than 8.00** shall be declared to have passed the examination in **First Class with Distinction**. For this purpose, the withdrawal from examination will not be construed as an appearance. Further, the authorized break of study will not be counted for classification.

**15.2** A candidate who qualifies for the award of the Degree having passed the examination in all the courses within the specified minimum number of semesters plus one semester (i.e. n+1 semesters), and securing **CGPA of not less than 6.50** shall be declared to have passed the examination in **First Class**. For this purpose, the withdrawal from examination will not be construed as an appearance. Further, the authorized break of study will not be counted for classification.

**15.3** All other candidates (not covered in clauses 15.1 and 15.2) who qualify for the award of the degree shall be declared to have passed the examination in **Second Class**.

**15.4** A candidate who is absent in semester examination in a course / dissertation after having enrolled for the same shall be considered to have appeared in that examination for classification.

## **16. PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION**

**16.1** A candidate, may for valid reasons and on prior application, be granted permission to withdraw from appearing for the examination of any one course or consecutive examinations of more than one course in a semester examination.

**16.2** Such withdrawal shall be permitted only once during the entire period of study of the degree Programme.

**16.3** Withdrawal application is valid only if it is made within 10 days prior to the commencement of the examination in that course or courses and recommended by the Head of the Department and Dean and approved by the Registrar.

**16.3.1** Notwithstanding the requirement of mandatory TEN days' notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.

**16.4** Withdrawal shall not be construed as an appearance for the eligibility of a candidate for First Class with Distinction. This provision is not applicable to those who seek withdrawal during X semester.

**16.5** Withdrawal from the End semester examination is **NOT** applicable to arrears subjects of previous semesters.

**16.6** The candidate shall reappear for the withdrawn courses during the examination conducted in the subsequent semester.

## **17. PROVISION FOR AUTHORISED BREAK OF STUDY**

**17.1 Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree Programme.** However, in extraordinary situation the candidate may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study. If a candidate intends to temporarily discontinue the Programme in the middle of the semester for valid reasons, and to rejoin the Programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Registrar, but not later than the last date for registering for the end semester examination of the semester in question, through the Head of the Department and Dean stating the reasons therefore and the probable date of rejoining the Programme.

**17.2** The candidate thus permitted to rejoin the Programme after the break shall be governed by the Curriculum and Regulations in force at the time of rejoining. Such candidates may have to do additional courses as per the Regulations in force at that period.

**17.3** The authorized break of study (for a maximum of one year) will not be counted for the duration specified for passing all the courses for classification. However, additional break of study granted will be counted for classification.

**17.4** The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 4.1 irrespective of the period of break of study (vide clause 17.3) in order that he/she may be eligible for the award of the degree.

**17.5** If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' or 'Withdraw'

## **18. DISSERTATION / THESIS**

**18.1** As a part of the degree requirement, all candidates must submit a dissertation/thesis in the 3<sup>rd</sup> and 4<sup>th</sup> semesters under a faculty guide and/or external guide. This thesis is to be submitted individually by each candidate and is intended to assess individual research, methodology and design skills as a culmination of the knowledge accumulated throughout the course.

The candidate can proceed to thesis only if he/she passes the dissertation successfully.



**18.2** The topic selection, scope, criteria for evaluation, periodic reviews and all other matters related to the Dissertation/Thesis shall be decided by the Dissertation Committee of the Faculty of Architecture. The decision of the committee must be approved by Vice Chancellor/ Registrar before the commencement of the review process.

**18.3** Continuous Internal Assessment (CIA- 80 marks) for Dissertation shall be held as a Viva-Voce examined by a jury comprising the Dissertation Committee (for 40 marks) and by the Guide (for 40 marks) of the Faculty of Architecture.

**18.4** End Semester Examination (ESE-120 marks) for Dissertation shall be held as a Viva-Voce examined by a jury comprising external architect members (for 60 marks) and by internal members of the Dissertation Committee (for 60 marks) of the Faculty of Architecture.

**18.5** Continuous Internal Assessment (CIA- 320 marks) for Thesis shall be held as a Viva-Voce examined by a jury comprising the Thesis Committee (for 160 marks) and by the Guide (for 160 marks) of the Faculty of Architecture.

**18.6** End Semester Examination (ESE-480 marks) for Thesis shall be held as a Viva-Voce examined by a jury comprising external architect members (for 240 marks) and by internal members of the Thesis Committee (for 240 marks) of the Faculty of Architecture/Planning/Design. Every Guide shall be an additional member (if not already a member) for evaluation of his/her Dissertation/Thesis student.

**18.7** A Dissertation/Thesis Committee shall be established well before the commencement of the Dissertation/Thesis for overseeing and regulating all aspects of the student's work and shall comprise minimum two faculty members from the concerned department, minimum one external faculty member from academic background. The HoD shall be the Convener

**18.8** Either Dissertation or Thesis topic has to be published into an Article for the completion of course

**18.9** Student shall be allowed to work on live project as part of Thesis and shall be allowed to work in any consultancy engaging in the same or similar kind of research or projects which will help them with their Thesis

## **19. ELECTIVES**

**19.1** Electives shall be from any of the focus areas and may be theory, practical or studio or self-study courses and subject to satisfying their course requirement

**19.2** The Students may choose open electives from other departments with similar credits

**19.3** For the completion of Degree any two courses from NPTEL, Swayam or similar online courses is mandatory

## **20. CASE STUDIES AND FIELD VISITS**

**20.1** As part of the degree requirement, all candidates must visit places/Cities of Planning Interest and pertaining to the focus area as per course requirements, stipulated by AICTE

## **21. DISCIPLINE**

**21.1** Every student is required to observe disciplined and decorous behavior both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the University. The erring student will be referred to the Disciplinary Committee constituted by the University, to enquire into acts of indiscipline and recommend the University about the disciplinary action to be taken. If a student indulges in malpractice in any of the University / Internal Examination, he / she shall be liable for punitive action as prescribed by the university from time to time.

## **22. REVISION OF REGULATION AND CURRICULUM**

**22.1** The University may from time to time revise, amend or change the Regulations, Scheme of Examinations and syllabi if found necessary at any stage of the course.

