



## Value Added Courses - Policy Document

### Introduction:

- The Value Added Courses program offers additional learning opportunities to all students across various streams and programs on campus.

### Course Selection:

- Students have the flexibility to choose courses from a diverse range of offerings.
- New courses may be introduced periodically to cater to evolving interests and industry demands.

### Duration and Schedule:

- Each course has a total duration of 30 hours, with sessions lasting 60 minutes each.
- Courses are scheduled after regular class hours to accommodate students from different programs.

### Attendance Requirements:

- Students, irrespective of their program or stream, must maintain a minimum attendance of 75% to successfully complete the course.

### Certification:

- Upon fulfilling the attendance requirement and successfully completing a course, students will receive a certificate acknowledging their achievement.

### Evaluation:

- Evaluation for each course consists of:
  - MCQ-based internal assessment with a minimum passing score.
  - Assignment Method: Faculty will select any four assignment from the following option based on their relevance to the course content:
    - Problem solving and skill development tasks
    - Query writing and execution exercises
    - Group work assignment
    - Quizzes
    - Closed book tests
    - MCQ based assessments
    - PPT presentations
    - Minor project development and report writing
    - Individual presentation with Q&A sessions
    - Open-book tests
- Each assignment carries a weightage of 10 marks, totaling 40 marks for all four assignments combined.



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**Code of Conduct:**

- All students participating in the Value Added Courses program are expected to adhere to the institution's code of conduct throughout the duration of the courses.

**Registration:**

- Details regarding registration procedures and any associated will be communicated to all students campus-wide.
- Registration for each course will be announced through notices
- Students can register for their desired courses as per the provided instructions.

**Policy Updates:**

- Any updates or modifications to the policy will be communicated to students promptly, ensuring transparency and inclusivity.

**Conclusion:**

- The Value Added Courses program aims to empower students from diverse backgrounds by providing them with valuable skills and knowledge to succeed in their academic and professional journeys.



  
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