

Academic Rehabilitation Program(ARP)

1. General rules of the ARP

The following are proposed guidelines for determining which are the students who need to enter/exit/continue in the ARP:

- a. On an average, a student takes about 30-35 credits per semester. A student accumulating a backlog of about 36 credits would have to most probably stay back another semester to complete the course requirements - such a student can be considered to be a very weak student. Students must necessarily pass a given set of compulsory core courses but are permitted to choose elective courses to complete the required credits of a given department. Therefore, a student is in a reasonable amount of academic trouble if he/she accumulates backlogs in excess of 36 credits in core courses and must be put in the ARP. A student must have registered and then obtained either an FR or DX grade in a core course, for it to qualify as a backlog.

As soon as a student enters the ARP program, an automated message must be sent to the parent(s)/guardian(s), the hostel warden, the faculty advisor(s) in the student's department and the Head of Department, informing them that the concerned student is placed in the program due to poor performance, so that remedial action can be initiated. The parent(s)/guardian(s) is/are informed that the mail-id and phone number of the ARP coordinator of the student's department are available on the website for additional information/dialogue, if required.

At the end of a semester in ARP, a student either exits the program or continues in it, based on the criterion given above. In case a student exits the ARP and enters it in a subsequent semester, the semester in which the student enters again, is considered as the first semester in ARP. This implies that a student could be placed in the Academic Rehabilitation Programme more than once in his/her student tenure and the counting of ARP semesters in every such instance begins afresh. In a particular instance of entering the ARP and not coming out of the ARP even after one semester or more in that instance, the semesters subsequent to the first are counted as the second, third ones.

The parent(s)/guardian(s) of a student being placed in ARP for the second semester, will be required to be present during the registration for that semester - this condition is desirable and not mandatory. The

parent(s)/guardian(s) will be informed by the ARP faculty advisor, that if the student is unable to move out of the program during the second semester in ARP, the student will be asked to take a semester long break at the close of the semester, during which the student will not be allowed to reside on campus.

The student will be permitted to register again for the third semester in ARP, after returning from the break. In the unlikely event that the student is still unable to move out of the ARP, termination will be recommended and the case will be referred to the UGAPEC for necessary action - the student can appeal against this decision to the Chairperson, Senate.

- a. A student in the ARP has serious academic trouble and it would be preferable for the student to register for 18 credits only but registration for a maximum of 24 credits can be permitted with adequate justification. The maximum credit criterion cannot be relaxed under any circumstances.
- b. Similar to the existing categories I-V these students can be placed in a category called ARP. The academic office and ASC will interact together in this activity and ASC shall provide an appropriate interface for access of this information at all times. The standard norms regarding availability of facilities e.g. hostel accommodation, computing facilities and other facilities offered by the institute, for these students, remain the same as those for all other undergraduate students, with the additional restraint explained in Point 1a for hostel accommodation for students. UGAPEC will include the performance of the ARP students also, in the reports that it presents to the members of the Senate.

2. Compulsory Requirements for ARP students:

The committee debated on whether these students should be prevented from participating in non-academic activities that put demands of high levels of performance e.g. inter I.I.T. competitions in sports, technical activities, cultural activities and so on, since these may perhaps hamper academic attention. After a detailed discussion, it was felt that participating in such activities is sometimes useful in overall development, which can lead to betterment in academics and prevention should not be enforced. However, the students must follow the rules given below:

- a. There could be several reasons for the degradation of academic performance of a student, and therefore all students entering the program should necessarily attend an initial counselling session. The frequency of subsequent visits, if any, can be decided by the

counsellor. However, counselling sessions can only result in personal upliftment, and academic support must also be provided in conjunction with counselling.

- b. These students certainly have academic difficulties. Therefore, they should necessarily meet the ARP Faculty Advisor at least once a week in the beginning and at a mutually agreed frequency later on. The student must necessarily discuss the academic load for the semester with the Faculty Advisor and student mentor, before finalizing the list of courses.
- c. One of the factors that could affect the academic performance of these students is the lack of fluency in English. It is therefore mandatory for students in ARP to attend the initial sessions on English language proficiency run by the institute. The opinion of the instructor(s) for these English language sessions, as also the advice of instructors for the courses for which the student has registered(or plans to register), can be taken to identify whether some of these students can be permitted to circumvent this requirement or whether the requirement can be relaxed in some way for them.
- d. The students in ARP need to have 100% attendance in the classes and academic activities of the courses, for which they are permitted to register. Each ARP student will create an attendance sheet at the beginning of the semester, with all dates on which classes will be held and likely dates for other academic activities that will be held, for the courses in which he/she is registered. Either the instructor or the concerned Teaching Assistant (TA) of the course can sign on this sheet to certify the participation/ attendance of the concerned student. This sheet needs to be made available to the Academic Rehabilitation Programme Committee (ARPC)(described in Point 5a) at the end of the semester, along with reasons for the absence in some of the classes.