



विश्वजीवनामृतं ज्ञानम्

अटल बिहारी वाजपेयी -
भारतीय सूचना प्रौद्योगिकी एवं प्रबंधन संस्थान, ग्वालियर
(राष्ट्रीय महत्व का संस्थान, मानव संसाधन विकास मंत्रालय भारत सरकार के तहत)

Atal Bihari Vajpayee-
Indian Institute of Information Technology & Management, Gwalior
(An Institute of National Importance under Ministry of HRD, Government of India)

ABV-IIITMG/DOAA/Notification/2022-23/6

25 October 2022

Notification

This notification is in accordance with item 25.11 of the 25th Senate meeting held on 22 August 2022 and its subsequent approval in the 48th meeting of the Board of Governors (BoG) held on 22 September 2022.

Rules for Change of Branch for UG Students

The option for branch change is given to the second-year meritorious students of ABV-IIITM Gwalior. The change of branch among the students having similar eligibility qualification may be allowed based on merit of B.Tech. (CSE) / IMT / IMG first year examination (effective from 2022 admission) as per following rules:

1. Branch change option shall be allowable upon the consideration of academic merit **at the end of the first year (I and II Semester)**, after taking into consideration the conduct of the student AND shall be independent of the category of the student. **No reservation rules** shall therefore apply under this option.
2. A notification to this effect shall be made by the Academic Section of the Institute, after the First-Year results of the B.Tech. (CSE) / IMT / IMG Degree Programmes are declared, and the desirous student shall have to apply for the same (in prescribed form given in **Annexure-I**), to be considered for Branch Change option.
3. After change of branch the number of students in that branch should not fall below the sanctioned intake by more than 10% and should not go above the sanctioned intake. For this purpose, the intake refers to the total sanctioned intake in the class **exclusive** of students from **DASA** and **Study in India** schemes.
If fee waiver student applies for branch change and he is allotted new branch, then such student will have to forfeit the status of Fee Waiver given to him, and student will have to submit full fees from odd semester of second year onwards. However, the merit-cum-mean scholarship will continue in the new branch too.
4. The option for branch change is applicable for all those students who have registered in B.Tech. (CSE) / IMT / IMG first year and fulfil following conditions:
 - a. Students should have passed their examinations (Semester-1 and -2) in one attempt (without any F-grade)
 - b. Student should NOT have dropped any course of the first year.
 - c. Student must have scored a CGPA greater than or equal to 8.00, based upon all the prescribed Credits for the respective first year.
 - d. Conduct of the student in the first year at the Institute should be **blemish free**.
5. Maximum number of students permitted to change the branch shall be top 10% of the students' sanctioned intake in first year in their respective branch as per clause 3.

6. Branch change in second year shall be strictly in accordance with the branch merit list prepared by the Institute based on cumulative grade point average (CGPA) obtained by a student in the first year.
7. In case of tie of first year CGPA, the decision shall be taken based upon the Common Rank List (CRL) of the students concerned in the qualifying entrance examination (presently the JEE Mains Examination), based upon which the initial admission was granted into the B.Tech. (CSE) / IMT / IMG Degree Program. Student having rank higher than the other shall be given the option first. For example, between the CRLs 2451 and 2651, the rank 2451 is treated as the higher rank.
8. Branch change in second year shall be made only against clear vacancy (due to failure in first year, cancellation, withdrawal, etc. of admission in first year) in a particular branch. After branch change, the intake must not be more than the approved intake.
9. The branch change is not permitted for B.Tech. (CSE) / IMT / IMG first year students, after the last date of notification from academic cell about the closure of admission process.
10. Option shall be deemed to have been availed off once the acceptance to that effect has been submitted by the student to the Academic Section. Option thus availed off is irreversible.
11. Applying for a branch change option does not guarantee of being allowed the change.
12. The consent of the parents is required in the prescribed form meant for the purpose (see Annexure-II).



P.P. Singh 25/10/2022
Dean of Academic Affairs

Copy to:

1. Director, for information
2. Deans
3. HoDs
4. All the faculty members
5. Registrar
6. Students

ABV – Indian Institute of Information Technology and Management Gwalior

Application form for Branch change

1	Name of the student	
2	Date of registration in the Institute	
3	Email and mobile number	
4	Hostel address	
5	Home address including phone number	
6	Program [IPG (M. Tech.) / IPG (MBA) / B. Tech. (CSE)]	
7	Semester	
8	Preference for branch change	1. 2.
9	Do you have any backlog in any subject in the previous semesters?	YES/NO
10	Do you have any disciplinary action pending against you?	YES/NO
11	Do you have any financial dues against you?	YES/NO
12	Parent's consent is attached	YES/NO

Declaration:

I hereby declare that I have carefully read and understood the instructions for the branch change and all the information presented above is correct and true to my knowledge. I understand that a disciplinary action shall be initiated against me, if any information is found incorrect and/or half-truth.

Date:

Signature and Name

----- For Office use only -----

Recommendation of the branch change committee	Approval of the Dean of Academic Affairs
Names and signatures with date	Name and Signature with date

ABV – Indian Institute of Information Technology and Management Gwalior

Date:

Parent Consent Form

I hereby give my consent for my ward Mr. / Ms. of Batch having Roll No studying in B Tech (IT) + M Tech (IT) / B Tech (IT) + MBA /B Tech (CSE) at ABV-IIITM Gwalior to opt for the branch change to IMT / IMG / B. Tech. programme after completing first year (I and II semesters) as per institute rule.

Name of Parent:

Name and Signature of Student

Signature:

Mobile No:

Email Id: