

AMRUTVAHINI COLLEGE OF ENGINEERING, SANGAMNER

POLICY FOR OPEN ELECTIVE COURSES

Academic Year 2026–27

1. Purpose

The Open Elective system provides students an opportunity to study a subject offered by a department other than their parent department. It enables students to explore interdisciplinary areas and develop additional knowledge and skills beyond their core discipline.

2. Open Elective Courses

- Each department shall offer one or more courses as Open Electives as per the approved curriculum and academic requirements.
- The list of courses offered by all departments shall be compiled into a common Open Elective Basket at the college level.
- The Open Elective Basket shall be placed before the Academic Council for approval.
- Only the courses included in the approved Open Elective Basket shall be available for student selection.

3. Student Eligibility and Selection

- Students shall select an Open Elective as prescribed in the curriculum.
- The approved Open Elective Basket shall be communicated to students before the selection process.
- A Google Form shall be circulated to eligible students for submitting their preferences.
- Each student shall submit three preferences from the available Open Elective courses.
- Submission of preferences within the notified schedule shall be the responsibility of the student.

4. Allotment of Open Elective

- Open Elective courses shall be allotted based on the preferences submitted by students.
- Each Open Elective course shall have a maximum student strength (seat limit) based on the prescribed intake/capacity of the concerned offering department.
- Once the maximum capacity of a course is reached, further allotment to that course shall not be made.
- The allotment shall be carried out centrally by the Institute based on the submitted preferences and available seats.
- The final allotment of the Open Elective shall be communicated to the students.
- After final allotment, change of the selected Open Elective shall not normally be permitted and shall be subject to the approval of the competent authority.

5. Timetable and Lecture Delivery

- A common time slot for Open Elective courses shall be provided in the Institute timetable.
- The lectures shall be conducted by the offering department.
- Students allotted to a particular Open Elective shall attend the lectures conducted by the concerned offering department.
- The offering department shall make the necessary arrangements for classrooms, faculty, teaching-learning activities and other academic requirements.

6. Attendance

- Students shall maintain the prescribed attendance in the allotted Open Elective course.


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- Attendance shall be recorded and maintained by the offering department.
- Attendance requirements shall be as per the prevailing Institute/University rules.

7. Assessment and Evaluation

- The offering department shall conduct the assessment of the Open Elective course.
- Internal assessment, assignments, practical work, examinations and other evaluation components shall be conducted as prescribed for the course.
- The offering department shall maintain the assessment records and submit the required marks/grades to the concerned authority within the prescribed schedule.
- The final result shall be processed as per the applicable Institute/University regulations.

8. Responsibilities of the Offering Department

- Conducting lectures for the allotted students.
- Providing the required teaching-learning resources.
- Maintaining attendance records.
- Conducting internal and other prescribed assessments.
- Maintaining assessment records.
- Submitting marks/grades within the stipulated time.
- Ensuring completion of the course as per the approved academic schedule.

9. Responsibilities of the Parent Department

- Inform eligible students about the Open Elective process.
- Ensure that students participate in the preference submission process.
- Coordinate with the concerned offering department regarding student allotment and academic requirements.
- Maintain necessary academic records related to the student's Open Elective.

10. Student Responsibilities

- Carefully review the approved Open Elective Basket.
- Submit three preferences through the prescribed Google Form within the given deadline.
- Attend the allotted Open Elective regularly.
- Complete all assignments, assessments and examinations prescribed for the course.
- Follow the academic rules of the offering department during the conduct of the course.

11. Course Completion and Result

- Successful completion of the Open Elective shall require fulfillment of the prescribed attendance, assessment and examination requirements. The credits and grade obtained shall be considered as per the applicable curriculum and academic regulations.

12. General Provisions

- The Open Elective Basket shall be reviewed and updated as required by the Institute.
- Addition or modification of Open Elective courses shall follow the prescribed academic approval process.


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- The Institute may modify the allotment procedure, seat limits or other operational requirements based on academic and administrative needs.
- Any matter not covered under this policy shall be decided by the Dean Academics/Principal as applicable.

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