



**INSTITUTE OF TOWN PLANNERS, INDIA**  
4-A, Ring Road, I.P. Estate, New Delhi – 110 002

**Rules of Associateship Examinations (2017 )of ITPI**

**1. Definitions**

- i. 'Institute' shall mean the Institute of Town Planners, India (ITPI).
- ii. 'President' shall mean the President of the Institute of Town Planners, India (ITPI).
- iii. 'TPEB' shall mean the Town Planning Examination Board constituted by ITPI.
- iv. 'Controller of Examinations' shall mean the Secretary Examinations of the ITPI.
- v. 'Student' shall mean a student who is required to pursue the prescribed course of study for prescribed subjects for a particular examination according to the conditions of the Rules of Associateship Examinations and who has enrolled as a student member.
- vi. 'Planning Portfolio' shall mean subjects defined as such in the approved curriculum of the Associateship Examination.
- vii. 'Semester' shall mean semester as notified in the academic calendar of the ITPI for the conduct of the course.
- viii. 'Year' shall mean academic year as notified in the academic calendar of ITPI.
- ix. 'Academic year' shall mean a period from date of registration for the course to completion of two semesters.
- x. 'Use of unfair means' implies indulging in breach of discipline or disturbing or disrupting the examination which would also result in failure in examinations of the specific subject or the entire semester and / or expulsion for a specified period from the examination including cancellation of registration.

**2. Eligibility Conditions**

- 2.1 The student shall be eligible for appearing in the examination, who has attended all orientation classes and passed assignments with 50 percent marks in each subject. In the event of a student not attending orientation classes and securing less than 50 percent marks in assignments, he/she shall be detained and not allowed to appear in the examinations. A student who has secured more than 50 percent marks but not

attended the orientation classes, will also not be permitted to appear in the examination.

### **3. Fees**

- 3.1 A student shall be eligible to appear in the examinations only if he / she has paid all the prescribed tuition and examination fees as prescribed by the ITPI from time to time.

### **4. Minimum Pass Percentage**

- 4.1 A student shall have to secure a minimum of 50 percent marks in aggregate in an assignment and examination in each subject(s) held during the semester.
- 4.2 In each semester, in the case of subjects, for which Assessment is required, minimum one assignment shall be given for assessing the performance of the students in the concerned subject(s). Marks awarded for the assignments shall be formally announced by the ITPI.
- 4.3 A student who secures less than 50 percent marks in any subject in Assignment shall be considered to have failed in that subject and shall be required to repeat the subject in the subsequent academic semester. In order to appear in examination the student must secure 50 percent marks in the Assignment of the concerned subject.
- 4.4 If the students fails in more than two subjects including Planning Portfolio (50 percent to be counted as aggregate of examinations), he or she shall have to repeat the subjects again and cannot appear in the next semester. Such a student may not have to attend orientation classes again for that subject.

### **5. Basis of Assessment of Assignment**

- 5.1 Concerned subject teachers shall offer Assignments, assess the same and submit the marks to the ITPI. The ITPI shall duly inform the concerned students about the marks obtained in Assignments well in time.

### **6. Examination**

- 6.1 Examiners for theory papers would be appointed by the ITPI.
- 6.2 Examination for Planning Portfolios will be conducted by Jury comprising of two members as appointed by ITPI, time to time, other than supervisor.

### **7. Minimum Passing Marks for Theory and Planning Portfolios**

- 7.1 A student shall be considered to have passed the semester examination if he / she has secured a minimum of 50 percent marks in each and every subject as aggregate.

## **8. Promotion to the Next Academic year**

- 8.1 A student passing in all subjects shall be promoted to the next semester.
- 8.2 A student failing in a maximum of two subjects (including Planning Portfolio) in the examination per semester shall be promoted to the next semester. The student must clear these subjects in the subsequent semester examination.
- 8.3 In case the student is unable to clear a subject in which he or she has failed in the previous semester, and also fail in another subject in the next semester, he/she has to reappear in both subjects in the next semester.
- 8.4 A student failing in two subjects (including Portfolio) of semester-I which were carried forward if passes in all the subjects of second semester and continues to fail in one/two subjects (including Portfolio) of semester-I he/she will not be allowed to appear in the third semester. A student unless clears all the subjects of semester-I he/she will not be eligible for semester-III. Similarly a student unless clears all the subjects of semester-II will not be eligible for semester-IV.

## **9. Period for Completion of Course**

- 9.1 Students of the Associateship Examination shall clear all the subject and portfolio within a period of Six academic years. But the Council upon his application may permit him/her to be student not more than two additional years, if he / she satisfies the Council that he is taking steps to qualify for Associate Member. Thus, after Eight year a students has to register as a fresh candidate.

## **10. Classification of Results for the Award of Degree**

- 10.1 Those students obtaining 75 percent marks and above in aggregate of all the examinations of all theory papers, planning portfolios, and thesis, and have passed all the examinations in the first attempt, shall be awarded the First Division with Distinction.
- 10.2 Those students obtaining 60 percent marks and above but less than 75 percent marks in aggregate of all the examinations of all theory papers, planning portfolios and thesis shall be awarded the First Division.
- 10.3 Those students obtaining 50 percent marks but less than 59 percent i.e. as aggregate of all examinations of all theory papers, planning portfolios and thesis shall be awarded the Second Division.

## **11. Moderation of Results**

- 11.1 The 'Board of Moderators' of the ITPI shall consist of:
- 11.1.1 Secretary Examinations
  - 11.1.2 Two nominated experts.

11.2 The 'Board of Moderators' may consider an award of up to 5 grace marks for a maximum of one theory subject in each semester in which the candidate has failed. This moderation is not applicable for Portfolios.

## **12. Use of Unfair Means**

12.1 If two or more students are found to have copied assignments, all students involved in copying will fail in the assignment of that subject, and all concerned students will have to resubmit assignment(s). They will not be permitted to appear in the examination till they clear the assignment.

## **13. Disqualification for appearing in the Examination**

13.1 A student shall not be allowed to appear in jury examination if he /she is late beyond 30 minutes and shall have to appear in next semester.