

**2021 REGULATIONS for B.E. / B.Tech. Degree Programmes**

**These regulations are applicable to all candidates admitted into B.E./B.Tech. Degree Programmes from the academic year 2021 – 2022.**

**1. PRELIMINARY DEFINITIONS AND NOMENCLATURE**

In these regulations, unless the context otherwise specifies:

- i. **“University”** means Anna University, Chennai.
- ii. **“Programme”** means UG Degree Programme that is B.E./B.Tech. Degree Programme.
- iii. **“Branch”** means specialization or discipline of B.E./B.Tech. Degree Programme like Mechanical Engineering, Information Technology, etc.,
- iv. **“Course”** means a theory or practical subject that is normally studied in a semester, like Mathematics, Physics, etc.,
- v. **“Credit”** means a numerical value allocated to course units to describe the student’s workload required per week.
- vi. **“Grade”** means the letter grade assigned to each course based on the range of marks specified.
- vii. **“Grade point”** means a numerical value (0 to 10) allocated based on the grade assigned to each course.
- viii. **“CBCS”** means Choice Based Credit System
- ix. **“Controller of Examinations”** means the authority of the Institution who is responsible for all the activities of the Examinations of this Institute.
- x. **“Head of the Institution”** means the Principal of the College / Institution / who is responsible for all the academic activities of the College / Institution and for implementation of relevant rules of this Regulations.
- xi. **“Head of the Department”** means Head of the Department concerned

## **2 QUALIFICATIONS FOR ADMISSION**

### **2.1 Admission to First Semester**

The candidates seeking admission for the first semester to the eight semester **B.E. / B.Tech.**, degree Programme:

- i. Should have passed the Higher Secondary Examinations of (10+2 pattern) in the academic stream with Mathematics, Physics and Chemistry conducted and approved by the Government of Tamilnadu or an examination accepted by the Syndicate of Anna University as equivalent there to. They should also satisfy other eligibility rules as prescribed by the Anna University and Directorate of Technical Education, Government of Tamil Nadu, Chennai, from time to time.

**(OR)**

- ii. Should have passed the Higher Secondary Examination of Vocational Stream (Vocational groups prescribed for B.E./B.Tech. admission as per Tamilnadu Engineering Admissions).

### **2.2 Lateral Entry Admission**

- i. The candidates who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education, Tamil Nadu or its equivalent are eligible to apply for admission to the third semester of B.E./B.Tech., in any branch as per the norms of Directorate of Technical Education, Government of Tamilnadu

**(OR)**

- ii. The candidates who possess the Degree in Science (B.Sc.) (10+2+3 stream) with Mathematics as a course at the B.Sc. level are eligible to apply for admission to the third semester of B.E./B.Tech. Such candidates shall undergo two additional Engineering courses in the third and fourth semesters

### **2.3 Admissions under NRI / Foreign Nationals (FN) / Overseas Citizens of India (OCI) / Persons of Indian Origin (PIO) / Children of Indian Workers in Gulf Countries (GIWGC)**

Candidates must have passed the qualifying examination i.e. (10+2 pattern) of Indian system or its equivalent (completed 12 years of school education). Candidates must have studied in English Medium. The candidate should have passed in all subjects and scored a minimum average of 45 percentage in Mathematics, Physics and Chemistry put together in qualifying examinations. For NRI candidates the eligibility criteria shall be as per the norms of Directorate of Technical Education,

Government of Tamilnadu. The list of qualifying examinations for the candidates in the category of Foreign Nationals (FN) / Overseas Citizens of India (OCI) / Persons of Indian Origin (PIO) / Children of Indian Workers in Gulf Countries (GIWGC) is given in Annexure 2

### 3 UG PROGRAMMES OFFERED

The following Programmes and Branches of study approved by Anna University, Chennai and All India Council for Technical Education, New Delhi are offered by the College.

**TABLE-I: PROGRAMMES OFFERED**

<b>Programme</b>	<b>Branch</b>
<b>B.E.</b>	Mechanical Engineering Computer Science and Engineering Electronics and Communication Engineering Electrical and Electronics Engineering Civil Engineering Biomedical Engineering Computer Science and Design Computer Science and Engineering(Artificial Intelligence &Machine Learning) Computer Science and Engineering(Cyber Security) Computer Science and Engineering(Internet of Things)
<b>B.Tech</b>	Information Technology Agricultural Engineering Computer Science and Business Systems Biotechnology Artificial Intelligence and Data Science Chemical Engineering

### 4. STRUCTURE OF PROGRAMMES

Choice Based Credit System (CBCS) is the solution for the transformation from the traditional teacher-oriented education to a student-centered education. Taking responsibility for their own education in this way, students can benefit the most from all the available resources. The semester system accelerates the teaching-learning process and enables vertical and horizontal mobility in learning.

The credit based semester system provides flexibility in designing curriculum and assigning credits based on the course content and hours of teaching. The Choice Based Credit System facilitates the students to take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits and adopt an interdisciplinary approach to learning.

Each course is normally assigned certain number of credits as specified in Table II

**TABLE-II: Allotment of Credits**

<b>Contact period per week</b>	<b>CREDITS</b>
One Lecture Period	1
One Tutorial Period	1
Two Laboratory Periods/Project Work period	1

A period shall have a minimum of 50 minutes. The curriculum of every programme is designed with a total number of credits around 160.

#### **4.1 Categorization of Courses**

Every B.E./B.Tech Degree Programme will have a curriculum with Syllabi consisting of theory and Practical courses that shall be categorized as given in Table.III

**TABLE-III: CATEGORY OF COURSES**

<b>Course Category</b>	<b>Range of Total Credits</b>
Humanities and Social Sciences	09-11
Basic Sciences	24-31
Engineering Sciences	18-27
Professional Core	56-61
Professional Electives	18
Open Electives	12
Project work	13-15
Mandatory Courses	Non-Credit

**Humanities and Social Science Courses (HSC)** are to be studied compulsorily by the students of all the branches. English, Soft skill and Communication, Project Management and Finance etc., fall under this category

**Basic Sciences Courses (BSC)** include Mathematics, Physics, Chemistry, Biology etc.

**Engineering Sciences Courses (ESC)** include Engineering Practices, Engineering Graphics, Basics of Civil / Mechanical / Electrical / Electronics / Instrumentation, Computer Engineering, etc.

**Professional Core Courses (PCC)** are to be studied compulsorily by a student in his/her chosen discipline of study.

**Professional Elective Courses (PEC)** are the advanced courses which provide an expanded scope of a given programme. The student can choose professional electives offered by the Branch. Professional elective courses shall include multi-disciplinary and inter disciplinary courses which are essential for the expanded scope for all concerned programmes. One of the elective courses shall be studied by a student from online SWAYAM portal with equivalent credit.

**Open Elective Courses (OEC)** include the courses offered by a branch to other branches, from the list specified in the respective curriculum of the B.E./B. Tech. Programmes.

**Project Work (PRW)** promotes project based learning, team work and innovation culture among the students. Project work shall consist of Project work, Multi-disciplinary Project Work, Product Development Project, Creative Thinking & Innovation Project and Survey Camp etc.

**Mandatory Courses (MAC)** are to be studied compulsorily by all B.E./B.Tech students, irrespective of the branch. Mandatory courses are listed in Table-IV and securing a pass is necessary for the award of degree. The details of assessment for the Mandatory Courses are given in Annexure 1

**TABLE- IV: LIST OF MANDATORY COURSES**

<b>Name of the course</b>	<b>Credits</b>
Induction Program (UHV-I)	P/F
Environmental Science	P/F
Biology for Engineers/ Biology for Engineering Applications	P/F
Gender Equality	P/F
Indian Constitution	P/F
Professional Ethics and Human Values	P/F
Sports and Social Development	P/F
Skill Development	P/F

The courses shall be so designed that the candidate at the end of the programme would have been trained not only in his / her relevant professional field but also would have developed as a socially conscious human being.

## 4.2 Knowledge / Skill Enhancement Courses

Knowledge and Skill Enhancement Courses are offered to the candidates to promote and enhance their technical and skill-based knowledge to increase their employability.

### 4.2.1 Categories of Knowledge / Skill Enhancement Courses

- i. **Self-Learning Online Courses:** Students can register online learning Courses/ MOOC offered by SWAYAM and other reputed online platforms with the approval of Head of the Department. The course content and credit weightage are decided by course offering Institution/Organization.
- ii. **Self-Learning Elective Courses:** A student can register one additional professional elective course or open elective course already existing in curriculum as a self-learning course in a semester from 5<sup>th</sup> semester onwards
- iii. **Elective Courses in PG Curriculum:** UG students can opt for elective courses prescribed in the curriculum of appropriate PG programme if he/she has CGPA of 7.5 and above up to 5<sup>th</sup> semester as professional elective course. The student opting for PG elective has to obtain prior permission from the Head of the Institution before course registration. A faculty coordinator shall be nominated by the Programme Head for each PG elective course.
- iv. **Industry Designed Courses:** The courses designed in collaboration with the industry/ research organizations/higher learning institutions shall be offered by the Department to the students. Credits shall be assigned based on the number of Lecture / Tutorial / Practical hours.
- v. **Internship:** One Credit shall be assigned to two weeks of field training / Internship / Industrial / Practical Training/summer project, undergone in a Company / Organization / Reputed institutions. 40 hours of internship shall be equivalent to one week. The Students can earn maximum of three credits in this category.
- vi. **Innovative Project:** Three credits shall be assigned for innovative project that can be taken-up by a group of students. It shall be for national /international level project design and development contest conducted by reputed Institution/ organization or projects related to entrepreneurship/start-up. The students can take-up this with the prior approval of the Head of the Institution through Head of the Department.

- vii. **Comprehensive Engineering Aptitude Test:** The students can gain comprehensive understanding of various undergraduate courses in Engineering and Science. A Comprehensive Engineering Aptitude Test (CEAT) will be conducted for all students. The students who score more than the qualifying marks in CEAT examination can earn three credits; others have the option to drop the course.
- viii. **Rural Development Project:** Three Credits shall be assigned for Rural Development Project that can be taken-up by a group of students (minimum of three). The outcome of the project shall be to uplift the living standards of the rural people using Science and Technology. The students can take-up this project from fifth semester onwards with the prior approval of the Head of the Institution through Head of the Department. There shall be a faculty supervisor to guide the students to complete the project successfully.

**4.2.2** The student can replace professional / open elective courses subject to a maximum of 9 credits or/and earn additional credits through Knowledge / Skill Enhancement courses.

**4.2.3** If necessary, additional credits earned through Knowledge/Skill Enhancement courses can be withdrawn from CGPA calculation. The student has to submit an exemption request to Controller of Examinations with the approval of Head of the Department before the registration of end semester examination of the final semester of the programme. In any case, the additional credits withdrawn by the student will not be considered further.

#### **4.3 Value Added Courses**

The students may optionally undergo Value Added Courses (VAC) over and above the topics covered in the curriculum to obtain practical and industry specific knowledge. The Courses facilitated by the organizations like CISCO, Oracle, EMC<sup>2</sup> etc. can also be considered as Value Added Courses. Value Added Courses with two credits shall be offered by a Department of an institution with the prior approval by the Head of the Institution. The credits earned in the Value Added Course cannot be used for the replacement of credits as they are over and above the assigned total credits of the program.

#### **4.4 i) B.E. / B. Tech. (Honours) ii) B.E./ B. Tech. Minor in other specialization.**

##### **(i) B.E/B.Tech. Honours:**

- The students should have earned additional courses (minimum of 18 credits) from more than one vertical of the same programme.
- Should have passed all the courses in the first attempt.
- Should have earned a minimum CGPA of 7.50.

##### **(ii) B.E./B.Tech. (Minor in other Specialization):**

The student should have earned additionally a minimum of 18 credits in any one of the verticals of other B.E/B.Tech programmes or from any one of the following common verticals

<b>VERTICAL I</b>	: FINTECH AND BLOCK CHAIN
<b>VERTICAL II</b>	: ENTREPRENEURSHIP
<b>VERTICAL III</b>	: PUBLIC ADMINISTRATION
<b>VERTICALIV</b>	: BUSINESSDATANALYTICS
<b>VERTICALV</b>	: ENVIRONMENTANDSUSTAINABILITY
<b>VERTICALVI</b>	: COMPUTER TECHNOLOGY
<b>VERTICALVII</b>	: ARTIFICIAL INTELLIGENCE & DATA SCIENCE

Out of these 18 credits approved by the institution, students can earn maximum of 6 credits through online mode (SWAYAM platform).

B.E/B.Tech. Honours and B.E./B.Tech. Minor in other specialization degree will be optional for students.

For the categories 4.4 (i) the students will be permitted to register the courses from V Semester onwards provided the marks earned by the students until III semester should be of CGPA 7.50 and above and cleared all the courses in the first attempt.

For the category 4.4 (ii) the students will be permitted to register the courses from Semester V onwards provided the marks earned by the students until Semester III is CGPA 7.50 and above.

If a student decides not to opt for Honours, after completing certain number of additional courses, the additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of Professional Elective courses required as per the curriculum, the



students are given the choice to include the remaining courses for CGPA calculation or drop the remaining courses.

If a student decides not to opt for Minor, after completing certain number of courses, the additional courses studied shall be considered instead of the Open Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of the open electives required as per the curriculum, the students are given the choice to include the remaining courses for CGPA calculation or drop the remaining courses.

- 4.5** The medium of Instruction, Examinations, Seminar Presentation and Project Report shall be English.

## **5. COURSE REGISTRATION**

- 5.1** Through Faculty Advisor/Mentor, student can get information about academic program, eligibility, prerequisite and availability of courses that can be registered for the particular semester by considering the academic background and career objectives of the student.
- 5.2** Student shall register for a set of courses for the semester based on the advice of the Faculty Advisor/Mentor.
- 5.3** All the students have to register for the courses on or before the seventh working day of the current semester.
- 5.4** The student has the option of registering additional courses with the approval of the HoD and the total number of credits per semester shall be a maximum of 38 credits. The student shall be permitted to drop a maximum of 8credits.
- 5.5** The student can register professional / open elective course in self-learning mode, from 5<sup>th</sup> semester onwards, if the course is not offered by the Department in a particular semester.
- 5.6** If a student finds that he/she has registered for the additional courses than his/her capability to study in a semester, he/she can withdraw one or more of courses within 15 days of the commencement of the semester.
- 5.7** The maximum / minimum number of students to be registered in each course shall depend upon the infrastructure availability which shall be decided by the Head of the Department / the Head of the Institution.

- 5.8** A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End Semester Examinations] with a minimum of 45% of the marks prescribed for the end-semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for theory, practical, integrated and project work courses.
- 5.9** If a student fails to secure a pass in a theory, practical, integrated (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination) as per clause 5.8, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.
- 5.10** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 5.8, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone. If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and hence forth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfill the attendance requirements as per clause 7 and appear for the end semester examination.
- 5.11** Each student shall register for all the courses prescribed in the curriculum of first two semesters of the programme concerned.

## **6. DURATION OF THE PROGRAMME**

- 6.1** A student is ordinarily expected to complete the B.E./B.Tech. Programme in 8 semesters (for HSC students) and 6 semesters (for Lateral Entry students) but in any case not more than 14 Semesters for HSC (or equivalent) students and not more than 12 semesters for Lateral Entry students.

- 6.2** For the purpose of regulation, the academic year will be divided into two semesters, the winter semester normally spanning from June to November and the summer semester from December to May.
- 6.3** Each semester shall normally consist of 75 working days or 540 periods of 50 minutes each. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.
- 6.4** The Head of the Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods. But for the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 5) by the students, following method shall be used.

$$\text{Percentage of Attendance} = \frac{\text{Total no. of periods attended in all the courses per semester}}{(\text{No. of periods / week as prescribed in the curriculum}) \times 15 \text{ taken together for all courses of the semester}} \times 100$$

## **7. REQUIREMENTS FOR COMPLETION OF A SEMESTER**

- 7.1** A candidate who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.  
A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.

Ideally every student is expected to attend all classes of all the courses and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as medical / participation in sports, the student is expected to attend at least 75% of the classes.

Therefore, he/she shall **secure not less than 75%** (after rounding off to the nearest integer) of overall attendance as calculated as per clause 6.

- 7.2** Ideally every candidate is expected to attend all classes and secure 100% attendance. However, in order to allow for certain unavoidable reasons, a candidate is expected to have at least 75% attendance. He/she registered in the particular semester, except self-learning courses.

**7.3** A candidate who could not secure 75% attendance. He/she registered (except self-learning courses) in the current semester but has secured 65% and above due to medical reasons (hospitalization / accident / specific illness) or participation in extracurricular activities shall be permitted to appear for the current semester examinations with the approval of the Head of the Institution on payment of condonation fee fixed by the authorities from time to time. Medical / Participation certificate needs to be submitted along with the leave application.

**7.4** The conduct of the candidate is satisfactory.

**7.5** Candidates who do not complete the semester as per clause 7.2 shall not be permitted to appear for the examinations at the end of the semester and he/she has to register for the courses again.

## **8. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS**

A candidate shall normally be permitted to appear for the end semester examinations of the current semester if only,

- a) He/she satisfies the requirements prescribed above in clause 7.
- b) He/she has paid the examination fees and has registered for the examinations for all the courses of the current semester and all arrear courses, if any.

Registration is mandatory for the current semester examinations as well as for the arrear examinations, failing which the candidate will not be permitted to register for any course in the next semester. A candidate, who has already appeared for any course in a semester and passed in the examination, is not entitled to reappear for the same course for improvement of grades/ marks.

## **9. PROVISION FOR WITHDRAWAL FROM END SEMESTER EXAMINATIONS**

**9.1** A student may, for valid reasons, (medically unfit/unexpected family situations/sports) approved by the Head of the Institution, shall be granted permission to withdraw from appearing for the end semester examination in any course or courses in ANY ONE of the semester examinations during the entire duration of the degree programme. The application shall be sent to the COE through the Head of the Department with required documents.

**9.2** Withdrawal application is valid if the candidate is otherwise eligible to write the examination (Clause 7) and if it is made within ten days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution. For a student to withdraw from a course / courses, he/she should have registered for the course, fulfilled the

attendance requirements (vide clause 7) and earned continuous assessment marks.

**9.2.1** Notwithstanding the requirement of mandatory 10 days, applications for withdrawal for special cases under extraordinary conditions will be considered based on the merit of the case.

**9.3** Withdrawal shall not be treated as an attempt for the purpose of classification (vide clause 19).

**9.4** If a student withdraws from writing end semester examinations for a course or courses, he/she shall register for the same in the subsequent semester and write the end semester examination(s).

**9.5** If a student applies for withdrawal from Project Work, he/she will be permitted for the withdrawal only after the submission of project report before the deadline. However, the student may appear for the viva-voce examination within 30/60 days after the declaration of results for Project Work and the same shall not be considered as reappearance.

**9.6** Withdrawal is permitted for the end semester examinations in the final semester, as per clause 19.1.

## **10. TEMPORARY BREAK OF STUDY FOR A PROGRAMME**

**10.1** A student is permitted to go on authorized break of study for a maximum period of one year as a single spell.

**10.2** Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to re-join the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Head of the Institution, but not later than the last date for registering for the end semester examination of the semester in question, through the Head of the Department stating the reasons thereof and the probable date of re-joining the programme.

**10.3** The student permitted to re-join the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of re-joining. The students re-joining in new Regulations shall register for additional courses, if any, as notified by the Head of the Department under change of Regulations and approved by the

Head of the Institution. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force.

- 10.4** The authorized break of study is included in the duration specified for passing all the courses for the purpose of classification (vide Clause 19).
- 10.5** The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 6.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 10.6** If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 10.1).
- 10.7** If a student in Full-Time mode wants to take up a job / start-up / entrepreneurship during the period of study, he/she shall apply for authorized break of study for one year. The student shall join the job / start-up / entrepreneurship only after getting approval of the same by the Head of the Institution with due proof to that effect.

## **11 SYSTEM OF EXAMINATION**

- 11.1** Performance in each course of study shall be evaluated based on continuous internal assessment throughout the semester and end semester examination at the end of the semester. However, mandatory courses shall be assessed based on continuous internal assessment only. The assessment procedure for knowledge /skill enhancement courses is given vide clause 13.
- 11.2** The duration of end semester examination for theory, integrated course and practical courses shall be three hours and normally conducted between October and December during the winter semesters and between April and June during the summer semesters.
- 11.3** The duration of end semester examination for theory course is normally based on number of credits with minimum of one hour of examination per credit. However, it is not applicable for integrated courses.

- 11.4** Each course, theory, practical, integrated and project viva-voce shall be evaluated for a maximum of 100 marks.
- 11.5** The total marks shall consist of the continuous internal assessment marks and the end semester examination marks. The respective apportionment of the continuous internal assessment marks and the end semester examination marks is given below:
- 11.5.1** For all theory courses the continuous internal assessment will carry 40 marks while the End Semester Examination will carry 60 marks.
- 11.5.2** For all practical courses, the continuous internal assessment will carry 60 marks while the End Semester Examination will carry 40 marks.
- 11.5.3** For all integrated courses the continuous internal assessment will carry 50 marks while the End Semester Examination will carry 50 marks.

**The Integrated Course** with different LTPC formats and the weightage of marks for Theory and Laboratory components shall be in proportion to lecture and practical contact periods. However, the weightage for internal and End semester Examination marks shall be 50% each. Equal weightage for the Theory component and Laboratory component shall be given in the internal assessment. There will be two assessments one for the theory component and another one for the laboratory component

LTPC	Internal		End Semester Examination
	ASS1	ASS2	
1043	LAB-25%	THEORY-25%	Laboratory only (50%)
1022	LAB-25%	THEORY-25%	Laboratory only (50%)
2023	LAB-25%	THEORY-25%	Theory – 25% Laboratory – (25%)
3024	LAB-25%	THEORY-25%	Theory – 35% Laboratory – (15%)
2044	LAB-25%	THEORY-25%	Theory – 15% Laboratory – (35%)

- 11.5.4** For all project courses, the continuous internal assessment will carry 40 marks while the End Semester Examination will carry 60 marks
- 11.6** The end semester examination for project work / multidisciplinary project shall consist of an evaluation of the final report submitted by the students of the project group (minimum of three students per group) by an external examiner and internal examiner followed by a viva-voce examination conducted

separately for each student by a committee consisting of the external examiner, the guide of the project group and an internal examiner. In the case of a multidisciplinary project, the group of students shall be from at least three different branches.

**11.7** Students are prohibited from entering into the examination hall / laboratories with any book or any portion of books, manuscript, or paper of any description or communicating with or copying from each other or communicating with anyone outside the examination hall / laboratories. Programmable calculator, Cell phones and other electronic gadgets shall not be permitted inside the examination hall / laboratories. However any required code books and data sheets / books, if necessary, may be permitted inside the examination hall / laboratories with the approval of the Chief Superintendent / Examiners. The students are warned that any form of malpractice will be dealt severely. The disciplinary action will be taken by the college authorities after conducting an enquiry. The punishment may even be cancelling all the end semester examinations written by the student in the particular semester and debarring permanently from all the end semester examinations in the particular semester.

**11.8** The hall ticket must be produced by all the students at the time of writing the examination. If a student fails to produce the hall ticket on any grounds, he/she should get a duplicate hall ticket from the Controller of Examinations office through the Chief Superintendent / Examiner by paying the duplicate hall ticket fee.

**11.9** Examiners for setting and validating end semester examination question papers for theory courses, evaluating end semester examination answer scripts, conducting practical examinations and evaluating project works shall be appointed by the Controller of Examinations after obtaining approval from the Chairperson of the Academic Council of the College.

## **12. PROCEDURE FOR AWARDING MARKS FOR CONTINUOUS INTERNAL ASSESSMENT (CIA)**

The continuous internal assessment for all theory, practical, integrated, project viva-voce and mandatory courses shall be awarded as per the procedure given below:

### **12.1 THEORY COURSES**

Minimum of two assessments each carrying 100 marks shall be conducted during the semester. The total marks obtained in all assessments put together shall be proportionately reduced for 40 marks and rounded to the nearest integer.



**TABLE-V: Internal Assessment for Theory Courses**

<b>Assessment I(100Marks)</b>		<b>Assessment II(100Marks)</b>	
<b>Individual Assignment /Case Study/Seminar/Mini Project</b>	<b>Written Test</b>	<b>Individual Assignment /Case Study/Seminar/Mini Project</b>	<b>Written Test</b>
40	60	40	60

## 12.2 Practical Courses

The maximum marks for Internal Assessment shall be 60 marks in case of practical courses. For all practical courses the continuous assessment shall be for a maximum of 100 marks which includes 75 marks for regular class work (Record, conduct of experiments, observation, result and viva in regular class work) and 25 marks for model examination. Internal assessment marks shall be converted into 60 marks and shall be rounded off to the nearest integer.

**TABLE-VI: Internal Assessment for Practical Courses**

<b>Record, conduct of experiments, observation, results and viva in regular class work</b>	<b>Model Examination</b>
75	25

## 12.3 Integrated Courses(Theory Courses with Laboratory Component)

The theory and the practical components of the integrated courses shall be evaluated individually for these courses. The weightage of the theory component shall be 50% and the weightage of the practical component shall be 50%. The pass marks obtained in either theory or practical part of the integrated course shall be maintained till the entire course is passed by a student. There shall be Minimum of two internal assessments as given in Table VII. The weighted average of the two assessments shall be converted into 50 marks and rounded to the nearest integer.

**TABLE-VII: Internal Assessment for Integrated Courses**

<b>Assessment I (50% weightage) (Theory Component)</b>		<b>Assessment II( 50% weightage) (Laboratory Component)</b>	
<b>Individual Assignment/Case study/Seminar/Mini Project</b>	<b>Written Test</b>	<b>Evaluation of Laboratory Observation, Record</b>	<b>Model Test</b>
40	60	75	25

## **12.4 Project Work/ Product Development Project / Multidisciplinary Project /Creative Thinking and Innovation Project**

**12.4.1** The HoD/Head of the Institution shall constitute a separate review committee for Project work /Product Development Project / Multidisciplinary project/ Creative Thinking and Innovation Project. There shall be three reviews during the semester by the review committee. The student shall make a presentation on the progress made by him / her before the committee.

**12.4.2** A candidate may be permitted to work on the project in an Industry / Research Organization, on the recommendations of the HoD, with the approval of the Head of the Institution, if necessary. These candidates will have to produce a certificate of authorization from the Industry/Research Organization where the project is done.

**12.4.3** Multidisciplinary Project shall be carried out by the students of different branches and it shall be offered at the Institute level. The students who have more than 7 CGPA up to V semester are eligible to carry out multidisciplinary project. There shall be two phases in multidisciplinary project, Phase I and Phase II.

**TABLE-VIII: Project Work/ Product Development Project / Multidisciplinary Project /Creative Thinking and Innovation Project**

Review I	Review II	Review III	End Semester Examinations				
			Project Report		Viva-Voce Examination		
10	15	15	Internal	External	Internal	External	Supervisor
			10	10	10	20	10

**12.4.4** Thelastdateforsubmissionoftheprojectreportisonthelastworkingdayofthesemester.If a student fails to submit the project report on or before the specified deadline or the student has submitted the project report but did not appear for the viva-voce examination, it will be considered as fail in the Project Work and the student shall re-register for the same in the subsequent semester.

**12.5** If any course requires alternate internal assessment system, the faculty member, who is handling the course, should submit a

request to the Principal through the HoD for the alternate continuous internal evaluation system, within seven days of the commencement of classes in a particular semester. The internal assessment suggestion committee formed by the Head of the Institution shall scrutinize the request and recommend suitable alternate continuous internal assessment system for approval of the Head of the Institution.

## **12.6 Attendance and Continuous Assessment Record**

Every faculty member is required to maintain an Attendance and Continuous Assessment Record which consists of attendance marked for each lecture or practical or project work classes, the tests & assignment marks and record of class work (topics covered) separately for each course. This should be submitted to the HoD concerned at the end of every month for checking the syllabus coverage and the record of test marks and attendance. The HoD will put his/her signature and date after due verification. At the end of the semester, the HoD should verify the register and keep this document in his/her safe custody for five years. The register will have to be produced for scrutiny by the Head of the Institution or any inspecting authority whenever called for. The faculty handling courses for a particular programme from other departments (e.g. English, Mathematics, Science, etc.) shall submit the records to the HoD of the faculty concerned.

## **13. Procedure for assessment of Knowledge / Skill Enhancement Courses and Value Added Courses**

**13.1 Self-Learning Online Courses:** Self learning online Courses are assessed and evaluated by the Certification Institute/ Organization or by the Institution. A committee constituted by the Head of the Institution shall assign number of credits based on the duration of the course and award the grade for these courses based on the quality of the online courses, the assessment procedure and the performance of the student. The marks shall be converted in to grades, provided the students has passed in the examination as per the norms of the offering organization. The credits earned by the students may be used for credits replacement or additional credits.

**13.2 Self-Learning Elective Courses in UG / PG Curriculum:** The assessment for these courses shall be conducted as per theory courses vide clause 11.5.1. There will be a faculty coordinator for such courses and the faculty coordinator shall conduct the Continuous Internal Assessment as per clause 12.1. The end semester examinations shall also be conducted by the faculty coordinator concerned.

**13.3 Industry Designed Courses:** The faculty coordinator nominated by the Head of the Department shall be responsible for the

coordination with the industry and for the completion of the assessment. For theory based courses, there shall be one continuous internal assessment for 40 marks and end semester examination for 60 marks. For practical based courses, there shall be one continuous internal assessment for 75 marks and end semester examination for 25 marks

- 13.4 Internship:** There shall be one final assessment after the completion of internship. Internship shall carry 100 marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical training/ Internship/summer project, the candidate shall submit a certificate from the organization where he/she has undergone training and a brief report. The evaluation will be made based on the report and a viva-voce examination conducted by a three member Departmental Committee constituted by the Head of the Department / Head of the Institution.

**TABLE-IX: Internal Assessment for Internship**

<b>Internship Report</b>	<b>Viva - Voce</b>
40	60

- 13.5 Innovative Project:** There shall be one final assessment after the completion of innovative project. Innovative project shall carry 100 marks and shall be evaluated through internal assessment only. The student shall submit a report of their innovative project and the committee constituted by the Head of the Institution / Head of the Department shall conduct viva voce.

**TABLE-X: Internal Assessment for Innovative Project**

<b>Innovative Project Report</b>	<b>Viva - Voce</b>
40	60

- 13.6 Comprehensive Engineering Aptitude Test:** There shall be one final comprehensive examination conducted by the institution. The marks obtained by the students shall be converted into appropriate grades. The students have the option to drop the course if he/she is not satisfied with the grades.
- 13.7 Rural Development Project:** The Rural development project shall be considered under project work category and the assessment shall be carried out similar to the project work vide clause 12.4 Table VIII.
- 13.8 Value Added Courses:** The students can earn two credits for a Value Added Course. There are two categories of Value Added Courses, the first category of Value Added Courses is offered by

reputed organizations and the second category of Value Added Courses is offered by the departments. The assessment procedures for the two categories of Value Added Courses are given below.

**13.8.1** For the Value Added Courses offered by reputed organizations the credits shall be assigned by the committee constituted by the Head of the Institution. The marks earned shall be converted into grades and transferred, provided the student has passed in the examination as per the norms of the offering organization.

**13.8.2** For the Value Added Courses offered by the department shall be evaluated through continuous internal assessments only. The department offering the value added course shall conduct two assessments.

The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

## **14 Mandatory Courses**

The procedure for assessment of the Mandatory Courses is given in Annexure 1.

## **15 PASSING REQUIREMENTS**

**15.1** A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End semester Examinations] with a minimum of 45% of the marks prescribed for the end-semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and laboratory courses (including project work).

**15.2** If a student fails to secure a pass in a theory course / laboratory course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination) as per clause 15.1, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

- 15.3** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 15.1, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.
- 15.4** If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfill the attendance requirements as per clause 7 and appear for the end semester examination.
- 15.5** If a student is absent during the Viva - Voce examination, it would be considered as fail. The students shall register for the course again in the subsequent semester and can do Project Work.

## **16 AWARD OF LETTER GRADES**

- 16.1** The award of letter grades will be decided using relative grading principle except practical courses and project work. For practical courses and project work the award of letter grades will be decided using the absolute grading principle. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

**TABLE-XI: LETTER GRADING**

<b>Letter Grade</b>	<b>Grade Points</b>
O (Outstanding)	<b>10</b>
A+ (Excellent)	<b>9</b>
A (Very Good)	<b>8</b>
B+(Good)	<b>7</b>
B (Average)	<b>6</b>
C (Satisfactory)	<b>5</b>
U (Re-appearance)	<b>0</b>
SA (Shortage of Attendance)	<b>0</b>
W (Withdrawal)	<b>0</b>

‘U’ denotes Reappearance and registration is required for that particular course, ‘SA’ denotes Shortage of Attendance (as per

clause 7) and hence prevented from writing the end semester examination.

The Grade point average (GPA) for each semester is calculated using the formula

$$GPA = \frac{\sum_{i=1}^n C_i GP_i}{\sum_{i=1}^n C_i}$$

The Cumulative Grade Point Average (CGPA) is calculated from the first semester to final semester using the formula

$$CGPA = \frac{\sum_{i=1}^N C_i GP_i}{\sum_{i=1}^N C_i}$$

**C<sub>i</sub>**– is the Credits assigned to the course.

**GP<sub>i</sub>**–is the point corresponding to the grade obtained for each Course.

**n** –is number of all Courses successfully completed during the particular semester in case of GPA.

**N** – is number of all courses successfully completed during all the semesters in case of CGPA.

**“U”, “SA” and “AB”** grades will be excluded for calculating GPA and CGPA.

The GPA and CGPA are computed only for the candidates with a pass in all the courses.

The GPA and CGPA indicate the academic performance of a candidate at the end of a semester and at the end of successive semesters respectively.

The formula for the conversion of CGPA to equivalent percentage of marks shall be as follows:

Equivalent Percentage of Marks = CGPA x 10

## 16.2 Grade Sheet

A grade sheet for each semester shall be issued containing the following information after the publication of the results

1. The credits registered and earned by the student.
2. Grade obtained in each course.
3. Additional credit earned in each semester.
4. Grade Point Average of the semester and Cumulative Grade Point Average earned up to the semester.
5. Month and year of appearance.

6. Procedure for calculation of GPA and CGPA.

## 17 ELIGIBILITY FOR THE AWARD OF DEGREE

**A candidate shall be declared to be eligible for the award of the Degree if he/she has**

- Successfully completed the course requirements by earning required number of credits specified in the curriculum and passed all the prescribed courses in the Curriculum including mandatory courses corresponding to his/her Programme within the stipulated time (vide clause 6.1).
- No disciplinary action is pending against him/her.
- Successfully completed the field visit / industrial training, if any, as prescribed in the curriculum.
- Successfully completed any additional courses prescribed by the Head of the Institution for the readmitted and transferred candidate.
- The award of the Degree shall be approved by the syndicate of the University.

## 18 REVALUATION

**18.1** A student can apply for photocopy of his/her semester examination answer paper in a theory course on payment of a prescribed fee through proper application to the Controller of Examinations. The answer script should be evaluated and justified by a faculty member who has expertise in the subject. The faculty member should also recommend whether revaluation is necessary and provide a detailed breakup of marks for each question. Based on the recommendation, the student can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institutions. Revaluation is not permitted for practical and project courses. A student can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

**18.2 Review:** Candidates not satisfied with Revaluation can apply for Review of his/her examination answer script for theory courses, on payment of a prescribed fee with proper application to Controller of Examinations through the Head of the Institution. Candidates those who are applied for Revaluation only eligible to apply for Review.



## 19 CLASSIFICATION OF THE DEGREE AWARDED

### 19.1 FIRST CLASS WITH DISTINCTION

A student who satisfies the following conditions shall be declared to have passed the examination in **First Class with Distinction**:

- Should have passed the examination in all the courses of all the eight semesters (6 semesters in the case of Lateral Entry) in the student's First Appearance within **five** years (Four years in the case of Lateral Entry). Withdrawal from examination (vide Clause 9) will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50**.
- One year authorized break of study (if availed of) is included in the five years (four years in the case of lateral entry) for award of First Class with Distinction.
- Should NOT have been prevented from writing end semester examination due to lack of attendance in any semester.

The Classification of the Degree details is given below:

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional Credits above the requirement of curriculum (iv)	CGPA (v)	Pass in (vi)	Break of study (vii)	Prevention due to lack of attendance	Withdrawal from writing the End Semester Examination (viii)
B.E./ B.Tech. (Regular )	4 years	5 years	-	8.50	First attempt	One year authorized break of study included in the duration Permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./ B.Tech. Lateral Entry	3 years	4 years	-	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./ B.Tech (Honours)	3/4 years (Lateral entry and Regular respectively)	4/5/6 years (Lateral entry and Regular respectively)	18 credits from more than one verticals of the same programme	8.50	First attempt	One year authorized break of study included in the Duration Permitted (iii)	Not permitted	Will not be considered as an attempt

Cont.

B.E./B.Tech. Minor in other specialization	3/4 years (Lateral entry and Regular respectively)	4/5 years (Lateral entry and Regular respectively)	18 credits from any one vertical of the other programme	8.50	First attempt	One year authorized break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
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## 19.2 FIRST CLASS

A student who satisfies the following conditions shall be declared to have passed the examination in First class:

- Should have passed the examination in all the courses of all eight semesters (6 semesters in the case of Lateral Entry) within five years (Four years in the case of Lateral Entry).
- One year authorized break of study (if availed of) or prevention from writing the End Semester examination due to lack of attendance (if applicable) is included in the duration of five years (four years in the case of lateral entry) for award of First class.
- Should have secured a CGPA of not less than **6.50**.

The Classification of the Degree details is given below:

Degree (i)	Duration Of programme (ii)	Duration permitted (iii)	Additional credits above the requirement of curriculum (iv)	CGPA (v)	Pass in (vi)	Break of study (vii)	Prevention Due to lack of attendance	Withdrawal from writing End Semester Examination (viii)
B.E./B.Tech. (Regular)	4years	5years	-	6.50	-	One year authorized break of study included in the duration permitted (iii)	Included in the Duration permitted (iii)	-
B.E./B.Tech. Lateral Entry	3years	4years	-	6.50	-	One year authorized break of study is included in the duration Permitted (iii)	Included in the Duration permitted (iii)	-

B.E./B.Tech. (Honours)	3/4years (Lateral entry and Regular, respectively)	4/5 years(Lateral entry and Regular, respectively)	18 credits from more than one verticals of the same programme	7.50	First attempt	One-year authorize d break of study Included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech Minor in other specialization	3/4 years Lateral entry and Regular, respectively)	4/5 years (Lateral entry and Regular, respectively)	18 credits from any one vertical of the other programme	6.50	-	One year authorize d break of study is included in The duration permitted (iii)	Included in the Duration permitted (iii)	-

### 19.3 SECOND CLASS

All other students (not covered in clauses 19.1 and 19.2.) who qualify for the award of the degree (vide Clause 17) shall be declared to have passed the examination in **Second Class**.

**19.4** A student who is absent in end semester examination in a course/project work after having registered for the same shall be considered to have appeared in that examination for the purpose of classification.

**19.5** A student earned additional 18 credits as per Clause 4.4 (i) and (ii) but does not satisfy the conditions mentioned in 19.1 or 19.2 shall not be awarded B.E./B.Tech. Honours. In such cases, the additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum. The student is given the choice to include the additional courses for CGPA calculation or drop the additional courses. In such case, if the student becomes eligible for First Class, while computing CGPA with the additional courses opted by the students, the student shall be awarded B.E./B.Tech. in First Class only.

## 20 CLASS ADVISOR (MENTOR)

To help the students in planning their courses of study and for general advice on the academic programme, the HoD of the students will attach a certain number of students to a teacher of the Department who shall function as Class Advisor / Mentor for those students throughout their period of study. Such faculty Advisors shall advise the students and monitor the courses undergone by the students, check the attendance and progress of the students attached to him/her and counsel them

periodically. If necessary, the Advisor may also discuss with or inform the parents about the progress of the students.

## **21 INTERNAL ASSESSMENT SUGGESTION COMMITTEE**

The Internal Assessment Suggestion Committee shall consist of a convener who is the HoD of the course offering department for which alternate internal assessment suggested, relevant HODs as members and the course handling faculty members.

- 21.1** The committee shall suggest alternate continuous internal assessment system for the particular course(s) for which request has been made.
- 21.2** The committee shall scrutinize and recommend suitable alternate continuous internal assessment system within a week to the Head of the Institution for ratification.
- 21.3** The Head of the Institution shall carefully examine the recommendation of the Committee and ratify the recommendation before the commencement of the first Class Committee Meeting (vide clause 22). The Head of the Institution may approve or reject the alternate continuous internal assessment system and the approval is up to the discretion of the Head of the Institution.
- 21.4** The alternate continuous internal assessment system shall be incorporated after the approval of the Head of the Institution.

## **22 CLASS COMMITTEE**

A Class Committee consists of teachers of the class concerned, student representatives and a Chairperson who is not teaching the class. It is like the 'Quality Circle' with the overall goal of improving the teaching-learning process. The functions of the class committee include:

- Solving problems experienced by students in the classroom and in the laboratories.
- Clarifying the regulations of the programme and the details of rules therein.
- Informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives about the details of regulations regarding the weightage used for each

assessment. In the case of practical courses (laboratory / project work/ seminar etc.). The breakup of marks for each experiment / exercise / module of work should be clearly discussed in the class committee meeting and informed to the students.

- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
- Identifying the weak students, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such weak students.

- 22.1** The class committee for a class under a particular programme is normally constituted by the Head of the Department. However, if the students of different programmes are mixed in a class, the class committee is to be constituted by the Head of the Institution.
- 22.2** The class committee shall be constituted on the first working day of any semester or earlier.
- 22.3** At least 6 student representatives shall be included in the class committee.
- 22.4** The Chairperson of the class committee may invite the Faculty advisor(s) and the Head of the Department to the meeting of the class committee.
- 22.5** The Head of the Institution may participate in any class committee of the institution.
- 22.6** The Chairperson is required to prepare the minutes of every meeting, submit the same to the Head of the Department within two days of the meeting and arrange to circulate among the concerned students and teachers. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the management through the Head of the Institution.
- 22.7** The first meeting of the class committee shall be held within two weeks from the date of commencement of the semester in order to inform the students about the nature and weightage of assessments within the framework of the Academic Regulations. Two or three subsequent meetings may be held at suitable intervals. During these meetings the student members, representing the entire class, shall meaningfully interact and express the opinions and suggestions of the class to improve the effectiveness of the teaching-learning process.

## 23 DISCIPLINE

Every student is required to be disciplined and behave with propriety both inside and outside the Institution and not indulge in any activity which will bring down the prestige of the Institution. The Head of the Institution shall constitute a disciplinary committee to enquire into acts of indiscipline and disciplinary action will be taken based on the recommendations of the committee. If a student indulges in malpractice in any of the end semester/internal examination he/she shall be liable for punitive action as prescribed by the Institution (from time to time). The disciplinary action is subject to review by the Head of the Institution, in case the student represents the case to the Head of the Institution.

## 24 REVISION OF REGULATIONS AND CURRICULUM

The Academic Council of the College reserves the right to revise or change or amend the regulations, the scheme of examinations, the curriculum and the syllabi from time to time if found necessary.

Any condition which has not been covered in the above regulations may be referred in the Academic Council for a decision.

## 25 SPECIAL CASES

In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The members of the Standing committee shall be nominated by the Chairperson of the Academic Council. The Standing Committee will offer suitable interpretations / clarifications / amendments required for special cases and get them ratified in the next meeting of the Academic Council, if necessary. The decision of the Academic Council will be final.

**TABLE-XII: MINIMUM TOTAL CREDITS FOR B.E./B.Tech. DEGREE PROGRAMMES**

S.No	Name of the Programme	Minimum Total Credits *	
		Regular	Lateral Entry
1	B.E. Mechanical Engineering	161	122
2	B.E. Computer Science and Engineering	161	122
3	B.E. Electronics and Communication Engineering	161	123
4	B.E. Electrical and Electronics Engineering	161	122
5	B.Tech. Information Technology	161	122
6	B.E. Civil Engineering	161	122
7	B.E. Biomedical Engineering	161	122

8	B.Tech. Agricultural Engineering	<b>162</b>	<b>122</b>
9	B.Tech. Computer Science and Business Systems	<b>161</b>	<b>122</b>
10	B.Tech. Biotechnology	<b>161</b>	<b>122</b>
11	B.Tech. Artificial Intelligence and Data Science	<b>162</b>	<b>123</b>
12	B.E. Computer Science and Design	<b>161</b>	<b>124</b>
13	B.E. Computer Science and Engineering (Artificial Intelligence & Machine Learning)	<b>160</b>	<b>123</b>
14	B.E. Computer Science and Engineering (Cyber Security)	<b>160</b>	<b>121</b>
15	B.E. Computer Science and Engineering (Internet of Things)	<b>160</b>	<b>120</b>
16	B.Tech. Chemical Engineering	<b>162</b>	<b>123</b>

\*Minimum Total Credits to be earned by the student admitted to the particular UG Programme to become eligible for the award of Degree as per Clause 17 of Regulations 2021(UG).

## **ANNEXURE – 1**

### **MANDATORY COURSES**

#### **A1.1 Induction Programme**

When new students enter an Institution, they come with diverse thoughts, backgrounds and preparations. It is important to help them adjust to the new environment and inculcate in them the ethos of the institution. Its purpose is to make the students feel comfortable in their new environment, open them up, set a healthy daily routine, create bonding in the batch as well as between faculty and students, develop awareness, sensitivity and understanding of the self, people around them, society at large, and nature.

Induction Programme shall be conducted for the first year students at the entry level and it shall be conducted for three weeks or 100 hours. The following activities may be conducted during the induction programme. One hour of participation in Induction Programme activity shall carry one activity point. The student who earns a minimum of 50 activity points shall be declared as pass in the induction programme.

- Physical Activity
- Creative Arts and Culture
- Mentoring & Universal Human Values
- Familiarization with College, Dept./Branch
- Literary Activity
- Proficiency Modules
- Lectures & Workshops by Eminent People
- Visits in Local Area
- Extra-Curricular Activities in College
- Feedback and Report on the Program

#### **A1.2 Environmental Science**

The above course shall be conducted as a regular theory course without credits. The assessment of this course shall be similar to that of theory course vide clause 11 & 12

#### **A1.3 Biology for Engineers / Gender Equality / Indian Constitution / Professional Ethics & Human Values**

The above courses are conducted 15/30 hours and one assessment shall be conducted thorough continuous internal assessment only. The procedure for internal assessment of the above courses is given below.



<b>Assessment</b>		<b>Total Internal Assessment Marks</b>
<b>Individual Assignment /Case Study/Seminar/Mini Project</b>	<b>Written Test</b>	
<b>40</b>	<b>60</b>	<b>100</b>

## **A1.4 Sports and Social Development**

The students shall participate in sports and social development activities, in order to have healthy mind and body. The students can earn activity points by participating in the sports and social development activities as a bonafide student of Sethu Institute of Technology. To secure pass the students should earn at least 50 activity points. The students shall submit the proof of participation in sports and social development activities obtained from faculty coordinators of respective sports and social development cells and clubs to the class advisor. The class advisor is responsible for consolidating the activity points of each student and submitting the same to the Controller of Examinations.

### **A1.4.1 Sports Activities**

The students shall participate in any kind of sports activities within the college or outside the college as a bonafide student of Sethu Institute of Technology. Such students shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
<b>Prize winning</b>	
Institute level	5 activity points
State / Zonal / University level	10 activity points
National level	25 activity points
International level	50 activity points

### **A1.4.2 Cultural and Extra- Curricular activities**

The students shall participate in any kind of Cultural and Extra-Curricular activities within the college or outside the college as a bonafide student of Sethu Institute of Technology. Such students shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
<b>Prize winning</b>	
Institute level	5 activity points
State / Zonal / University level	10 activity points
National level	25 activity points
International level	50 activity points

#### **A1.4.3 National Service Scheme**

The students shall participate in any kind of social development activities as a member of National Service Scheme of Sethu Institute of Technology. Such students shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
<b>NSS Camp</b>	
7 Days	40 activity points
<b>Participation in Republic day parade</b>	
State / University level	25 activity points
National level	50 activity points

#### **A1.4.4 Club Activities**

The students shall participate in any kind of social development activities through various clubs of Sethu Institute of Technology like ECO Club, Red Ribbon Club, YRC, Photography Club, Rotaract Club etc. Such students shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
Award Winning	20 activity points

## **Guidelines for Sports and Social Development**

- ❖ Participation in Sport events / Extra-curricular events/Club events from first semester to seventh semester may be considered.
- ❖ The participation / prize winning certificates in any Extra-curricular competition shall be submitted to the Class Advisor.

### **A1.5 SKILL DEVELOPMENT**

The students shall participate in any kind of Technical/Analytical/ Communication and Soft Skills Development Activities as a bonafide student of Sethu Institute of Technology. The students can earn activity points by participating in the skill development activities. To secure a pass, the students should earn at least 50 activity points.

#### **A1.5.1 Technical Skill Development Activities**

The students shall participate in any kind of technical events like Symposiums, Conferences, Mini-Project Contest to promote their technical skills and the students shall participate in the activities like paper presentation, publication of papers, professional society activities as a bonafide student of Sethu Institute of Technology. Such students shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
Paper presentations at symposiums	10 activity points
Paper Publications in conferences	15 activity points
Paper Publications in Journals	25 activity points
<b>Award winning in Technical Events</b>	
Institute level	15 activity points
State level	25 activity points
National level	50 activity points

#### **A1.5.2 Communication Skills Proficiency**

The students shall participate in any kind of communication skill development programme or any training programmes

leading to certification or international level score like TOFEL, IELTS, BEC certification etc. Such students shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
<b>Certification/ Score</b>	
International Level certification	30 activity points
International Level score	40 activity points

### **A1.5.3 Soft Skills**

The students shall participate in the soft skill development training programme to enhance their employability organized by the Training and Placement Cell of our college. The students who participate in such training programmes shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation

### **A1.5.4 Analytical and Aptitude Proficiency**

The students shall participate in the aptitude skill development training programme to enhance their employability organized by the Training and Placement Cell of our college. The students who undergo training and obtain aptitude proficiency certificates/score like GMAT, GRE, CAT, GATE etc. The students who participate in such training programmes or obtain aptitude proficiency certificates/score shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation
<b>Certification/ Score</b>	
International Level certification/Score	50 activity points

### **A1.5.5 Life Skills**

The students shall participate in the life skill development activities like learning music, painting, dance, self-defense and other art forms to improvise their quality of life. The students shall exhibit their life skills ability in an appropriate forum in the college. The students who participate in such life skill development activities shall earn activity points as given below.

<b>Nature of Activity</b>	<b>Activity Points</b>
Participation	1 activity point for one hour of participation
	6 activity points for one day of participation

### **Guidelines for Skill Development**

- ❖ Any type of skill development activities carried out by the students may be registered by them from first semester to seventh semester.
- ❖ The participation/ Prize winning certificate in any skill development activities shall be submitted to the class advisor.

## **ANNEXURE – 2**

### **LIST OF QUALIFYING EXAMINATIONS FOR NRI/FOREIGN NATIONALS/ PIO /OCI / CIWGC**

Candidates must have passed the qualifying examination i.e (10+2 pattern) of Indian System or its equivalent (completed 12 years of school education). Candidates must have studied in English medium. The candidate should have passed in all subjects and scored a minimum average of 45 percentage in Mathematics, Physics and Chemistry put together in qualifying examinations for admissions in FN/PIO/OCI/CIWGC and for admissions in NRI under General Category (OC). For admissions in NRI under reserved categories including BC/BCM/MBC/DNC/SC/SCA/ST, the minimum average must be 40 percentage in Mathematics, Physics and Chemistry put together in qualifying examinations.

## **List of Qualifying Examinations equivalent to Indian System**

- GCE Examination of U.K. with pass grades in five subjects at the Ordinary Level (O level) and two subjects at the Advanced Level (A Level).
- Higher School Certificate Examination, University of Cambridge Local Examinations Syndicate, U.K.
- International Baccalaureate Examination of Geneva. High School Graduation from accredited Institutions of USA.
- 12 Years High School Diploma from China.
- 12 Years High School Graduation Diploma of International School, Bangkok / Grade 12 Examination of RuamRudee International School, Bangkok / 12 Years High School Diploma of Adventist English School, Bangkok Mathayom VIII, Final Examination of Upper Secondary Education Course; Final Examination of Secondary Education Course; MathayomSuksa, 5 Pre-University Final Examination (12 Year Course) in Ministry of Education, Thailand.
- 12 Years High School Graduation Diploma from Myanmar.
- 12 Years Bhutan Higher Secondary Education Certificate.
- 12 Years High School Graduation Diploma from Syria.
- 12 Years of Secondary Stage qualifications of National Examination Board / Council of Ministries of Education from Kenya, Nigeria, Sudan, Tanzania and Uganda.
- 12 Years General Secondary School Certificate of Ministry of Education, Sultanate of Oman and Yemen.
- SMA/SLTA/Senior High School/Secondary School Advanced stage exams from Indonesia.

- Intermediate Science Course, Kathmandu University, Kathmandu, Nepal.
- Intermediate / Senior Secondary / Higher Secondary / 12 Years High School Diploma / Certificate Level Examination of the approved Board / Council of Secondary Education from Bangladesh, Sri Lanka, Iran, Iraq, Bahrain, Kuwait, Jordan, Saudi Arabia, UAE and other Gulf Countries.
- Sijil Tinggi Persekolahan Malaysia (STPM) of Ministry of Education, Malaysia / Matriculation Science Course of National University of Malaysia / 12 Years Matriculation Science Certificate of University of Malaya & University of Science, Malaysia.



# **SETHU INSTITUTE OF TECHNOLOGY**

**An Autonomous Institution | Accredited with 'A++' grade by NAAC**

**PG Regulations 2021**



<b>2021 REGULATIONS for M.E. Degree Programmes</b>
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**These regulations are applicable to all candidates admitted into M.E. Degree Programmes from the academic year 2021– 2022.**

## **1. PRELIMINARY DEFINITIONS AND NOMENCLATURE**

In these Regulations, unless the context otherwise specifies:

- i. **“University”** means Anna University, Chennai
- ii. **“Programme”** means P.G Degree Programme that is M.E. Degree Programme
- iii. **“Branch”** means specialization or discipline of M.E. Degree Programme, like CAD/ CAM, Communication Systems, etc.
- iv. **“Course”** means a theory or practical subject that is normally studied in a semester, like Mathematics.
- v. **“Credit”** means a numerical value allocated to course units to describe the student’s workload required per week.
- vi. **“Grade”** means the letter grade assigned to each course based on the range of marks specified.
- vii. **“Grade point”** means a numerical value (0 to10) allocated based on the grade assigned to each course.
- viii. **“CBCS”** means Choice Based Credit System
- ix. **“Controller of Examinations”** means the authority of the Institution who is responsible for all the activities of the Examinations of this Institute
- x. **“Head of the Institution”** means the Principal of the College / Institution / who is responsible for all the academic activities of the College / Institution and for implementation of relevant rules of this Regulations
- xi. **“Programme Head”** means Head of the PG Programme concerned

## **2. ADMISSION**

Candidates for admission to the first semester of the Post-Graduate Degree Programme shall be required to have passed an appropriate Under-Graduate Degree Examination of Anna University or equivalent as specified under qualification for admission as per the Tamil Nadu Common Admission (TANCA) criteria. This is applicable for students admitted under Single Window Counselling process.

## **3. PROGRAMMES OFFERED**

### **3.1 PROGRAMMES AND BRANCHES OF STUDY**

The following Programmes and branches of study approved by Anna University, Chennai and All India Council for Technical Education, New Delhi are offered by the College.

**TABLE-I: Programmes Offered**

<b>Department</b>	<b>Programme</b>
Mechanical Engineering	M.E. CAD/CAM
Computer Science and Engineering	M.E. Computer Science and Engineering
Electronics and Communication Engineering	M.E. Communication Systems
Electrical and Electronics Engineering	M.E. Power Electronics and Drives
Civil Engineering	M.E. Structural Engineering

Candidates admitted shall be available in the Department/ College during the entire duration of working hours of the College. The candidates shall not attend any other Full-Time Programme(s) / course(s) or take up any Full-Time job / Part-Time job in any Institution or Company during the period of the Programme. Violation of the above rules will result in cancellation of admission to the PG Programme.

## **4. STRUCTURE OF PROGRAMMES**

Choice Based Credit System (CBCS), is the solution for the transformation from the traditional teacher-oriented education to a student-centered education. Taking responsibility for their own education in this way, students can benefit the most from all the available resources. The semester system accelerates the teaching-learning process and enables vertical and horizontal mobility in learning.

The credit based semester system provides flexibility in designing curriculum and assigning credits based on the

course content and hours of teaching. The Choice Based Credit System facilitates the students to take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning. Each course is assigned certain number of credits based on the following:

**TABLE-II: Allotment of Credits**

<b>Contact period per week</b>	<b>Credits</b>
1LecturePeriod	1
1TutorialPeriod	1
2 Practical Periods (Laboratory /Seminar/Project Work etc.)	1

#### **4.1 Categorization of Courses**

Every M.E. Degree Programme will have a curriculum with Syllabi consisting of theory and Practical courses that shall be categorized as given in Table.III

**TABLE-III: Category of Courses**

<b>Course Category</b>	<b>Range of Total credits</b>
Professional Core	26
Professional Electives	18
Open Electives	3
Project work	20
Mandatory Courses	3
Audit Course	Non-Credit

**Professional Core Courses (PCC)** are to be studied compulsorily by a student in his/her chosen discipline of study.

**Professional Elective Courses (PEC)** are the advanced courses which provide an expanded scope of a given programme. The student can choose professional electives offered by the Branch. Professional elective courses shall include multi-disciplinary and inter disciplinary courses which are essential for the expanded scope for all concerned programmes.

**Open Elective Courses (OEC)** include the courses offered by a branch to other branches, from the list specified in the respective curriculum of the M.E. Programmes.

**Employability Enhancement Courses (EEC)** include project work and/or internship, Seminar, professional practices, summer project, case study and industrial/practical training.

**Project Work (PRW)** The project work for M.E. / M.Tech. Programmes consist of Project Work–I and Project Work–II.

**Mandatory Course (MAC)** is to be studied compulsorily by all M.E. students, irrespective of the branch and the Mandatory course is given in Table-IV.

**TABLE- IV: MANDATORY COURSE**

<b>Name of the course</b>	<b>Semester</b>
Research Methodology and IPR	Semester I

**Audit Courses (AC)** are to be studied by all M.E students, irrespective of the specialization without any credit.

**TABLE- V: Audit Course**

<b>Name of the course</b>	<b>Semester</b>
Pedagogy Studies	Semester I
English for Research Paper Writing	Semester III

## **4.2 Knowledge / Skill Enhancement Course**

Knowledge and Skill Enhancement Courses are offered to the candidates to promote and enhance their technical and skill-based knowledge to increase their employability.

### **4.2.1 Categories of Knowledge / Skill Enhancement Course**

- viii. **Self-Learning Online Courses:** Students can register online learning Courses/ MOOC offered by SWAYAM and other reputed online platforms with the approval of Head of the Department. The course content and credit weightage are decided by course offering Institution/Organization.
- ix. **Self-Learning Elective Courses:** A student can register one additional professional elective course or open elective course already existing in curriculum as a self-learning course.

- x. **Internship:** One Credit shall be assigned to two weeks of field training / Internship / Industrial / Practical Training/summer project, undergone in a Company / Organization / Reputed institutions. 40 hours of internship shall be equivalent to one week. The Students can earn maximum of three credits in this category.
- xi. **R&D Project:** Three credits shall be assigned for R&D Project that can be taken up by a student during the period of the programme. The student shall carry out a part of funded Research & Development project or Consultancy project under the guidance of a faculty. The student shall work with the R&D Supervisor with the prior approval of the Head of the Institution through the Programme Head.

**4.2.4** The student can replace professional / open elective courses subject to a maximum of 3 credits or/and earn additional credits through Knowledge / Skill Enhancement courses.

**4.2.5** If necessary, additional credits earned through Knowledge/Skill Enhancement courses can be withdrawn from CGPA calculation. The student has to submit an exemption request to Controller of Examinations with the approval of Head of the Department before the registration of end semester examination of the final semester of the programme. In any case, the additional credits withdrawn by the student will not be considered further.

#### **4.6 Value Added Courses**

The students may optionally undergo Value Added Courses (VAC) over and above the topics covered in the curriculum to obtain practical and industry specific knowledge. The Courses facilitated by the organizations like CISCO, Oracle, EMC<sup>2</sup> etc. can also be considered as Value Added Courses. Value Added Courses with two credits shall be offered by a Department of an institution with the prior approval by the Head of the Institution.

**4.7** The medium of Instruction, Examinations and Project report shall be English.

## **5. COURSE REGISTRATION**

- 5.1** Through Faculty Advisor/Mentor, student can get information about academic program, eligibility, prerequisite and availability of courses that can be registered for the particular semester by considering the academic background and career objectives of the student.
- 5.2** Student shall register for a set of courses for the semester based on the advice of the Faculty Advisor/Mentor.
- 5.3** All the students have to register for the courses on or before the seventh working day of the current semester.
- 5.4** The student has the option of registering additional courses from the first to pre-final semester with the approval of the HoD up to maximum of 6 credits per semester. The student shall be permitted to drop a maximum of 6 credits per semester.
- 5.5** If a student finds that he/she has registered for the additional courses than his/her capability to study in a semester, he/she can withdraw one or more of courses within 15 days of the commencement of the semester
- 5.6** The maximum / minimum number of students to be registered in each course shall depend upon the infrastructure availability which shall be decided by the Head of the Department / the Head of the Institution.
- 5.7** A student who secures not less than 50% of total marks prescribed for the course[Continuous Internal Assessment + End semester Examinations] with a minimum of 45% of the marks prescribed for the end-semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for theory, practical, project work and integrated courses.
- 5.8** If a student fails to secure a pass in a theory, practical, integrated courses (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (Continuous Internal Assessment + End Semester Examination) as per clause 5.8, then the student shall be declared to have passed the examination if he/she secures a minimum of 50%marks prescribed for the end semester examinations alone.

- 5.9** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (Continuous Internal Assessment + End Semester Examination) as per clause 5.8, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone. If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfill the attendance requirements as per clause 7 and appear for the end semester examination.

## **6. DURATION OF THE PROGRAMME**

- 6.1A** student is ordinarily expected to complete the M.E. Programme in 4 semesters but in any case not more than 8 Semesters.
- 6.2** For the purpose of regulations, the academic year will be divided into two semesters, the winter semester normally spanning from June to November and the summer semester from December to May.
- 6.3** Each semester shall normally consist of 75 working days or 540 periods of 50 minutes each. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.
- 6.4** The Head of the Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods. But for the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 5) by the students, following method shall be used.

$$\text{Percentage of Attendance} = \frac{\text{Total no. of periods attended in all the courses per semester}}{(\text{No. of periods / week as prescribed in the curriculum}) \times 15 \text{ taken together for all courses of the semester}} \times 100$$

## **7. REQUIREMENTS FOR COMPLETION OF A SEMESTER**

- 7.1** A candidate who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester.
- 7.2** Ideally every candidate is expected to attend all classes and secure 100% attendance. However, in order to allow for certain unavoidable reasons, a candidate is expected to have at least 75% attendance in each course he/she registered in the particular semester, except self-learning courses.
- 7.3** A candidate who could not secure 75% attendance in each course he/she registered (except self-learning courses) in the current semester but has secured 65% and above due to medical reasons (hospitalization / accident / specific illness) or participation in extracurricular activities shall be permitted to appear for the current semester examinations with the approval of the Head of the Institution on payment of condonation fee fixed by the authorities from time to time. Medical / Participation certificate needs to be submitted along with the leave application.
- 7.4** The conduct of the candidate is satisfactory.
- 7.5** Candidates who do not complete the semester as per clause 7.2 shall not be permitted to appear for the examinations at the end of the semester and he/she has to register for the courses again.

## **8. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS**

A candidate shall normally be permitted to appear for the end semester examinations of the current semester if only,

- a) He / she satisfies the requirements prescribed above in clause 7.
- b) He / she have paid the examination fees and have registered for the examinations for all the courses of the current semester and all the arrear courses, if any.

Registration is mandatory for the current semester examinations as well as for the arrear examinations, failing which the candidate will not be permitted to register for any course in the next semester. A candidate, who has already appeared for any course in a semester and passed in the examination, is not entitled to reappear for the same course for improvement of grades/ marks.



## **9. PROVISION FOR WITHDRAWAL FROM END SEMESTER EXAMINATIONS**

- 9.1** A student may, for valid reasons, (medically unfit / unexpected family situations /sports) approved by the Head of the Institution, shall be granted permission to withdraw from appearing for the end semester examination in any course or courses in ANY ONE of the semester examinations during the entire duration of the degree programme. The application shall be sent to the COE through the Head of the Department with required documents.
- 9.2** Withdrawal application is valid if the candidate is otherwise eligible to write the examination (Clause7) and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution. For a student to withdraw from a course / courses, he/she should have registered for the course, fulfilled the attendance requirements (vide clause 7) and earned continuous assessment marks.
- 9.2.1** Notwithstanding the requirement of mandatory 10 days, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 9.3** Withdrawal shall not be treated as an attempt for the purpose of classification (vide clause 20).
- 9.4** If a student withdraws from writing end semester examinations for a course or courses, he/she shall register for the same in the subsequent semester and write the end semester examination(s).
- 9.5** If a student applies for withdrawal from Project Work, he/she will be permitted for the withdrawal only after the submission of project report before the deadline. However, the student may appear for the viva-voce examination within 30/60 days after the declaration of results for Project Work 1 and Project Work 2 respectively and the same shall not be considered as reappearance.
- 9.6** Withdrawal is permitted for the end semester examinations in the final semester, as per clause 20.

## **10 TEMPORARY BREAK OF STUDY FOR A PROGRAMME**

- 10.1** A student is permitted to go on authorized break of study for a maximum period of one year as a single spell.
- 10.2** Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study

not exceeding another one year. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to re-join the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Head of the Institution, but not later than the last date for registering for the end semester examination of the semester in question, through the Head of the Department stating the reasons thereof and the probable date of re-joining the programme.

- 10.3** The student permitted to re-join the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of re-joining. The students re-joining in new Regulations shall register for additional courses, if any, as notified by the Head of the Department under change of Regulations and approved by the Head of the Institution. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force.
- 10.4** The authorized break of study is included in the duration specified for passing all the courses for the purpose of classification (vide Clause 20).
- 10.5** The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 6.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 10.6** If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 10.1).
- 10.7** If a student in Full Time mode wants to take up a job / start-up / entrepreneurship during the period of study, he/she shall apply for authorized break of study for one year. The student shall join the job / start-up / entrepreneurship only after getting approval of the same by the Head of the Institution with due proof to that effect.

## **11 SYSTEM OF EXAMINATION**

- 11.1** Performance in each course of study shall be evaluated based on continuous internal assessment throughout the semester and end semester examination at the end of the semester. However, mandatory courses shall be assessed based on continuous internal assessment only. The assessment procedure for knowledge /skill enhancement courses is given vide clause 15.
- 11.2** The duration of end semester examination for theory, integrated course and practical courses shall be three hours and normally conducted between October and December during the winter semesters and between April and June during the summer semesters.
- 11.3** The duration of end semester examination for theory course is normally based on number of credits with minimum of one hour of examination per credit. However, it is not applicable for integrated courses.
- 11.4** Each course, theory, practical, integrated and project viva voce shall be evaluated for a maximum of 100 marks.
- 11.5** The total marks shall consist of the continuous internal assessment marks and the end semester examination marks. The respective apportionment of the continuous internal assessment marks and the end semester examination marks is given below:
- 11.5.1** For all theory courses the continuous internal assessment will carry 40 marks while the End Semester Examination will carry 60 marks.
- 11.5.2** For all practical courses, the continuous internal assessment will carry 60 marks while the End Semester Examination will carry 40 marks.
- 11.5.3** For all integrated courses the continuous internal assessment will carry 50 marks while the End Semester Examination will carry 50 marks.
- 11.5.4** The continuous internal assessment for the project work will carry 40 marks while the End Semester Examination will carry 60 marks.

- 11.6** Students are prohibited from entering into the examination hall / laboratories with any book or any portion of books, manuscript, or paper of any description or communicating with or copying from each other or communicating with anyone outside the examination hall / laboratories. Programmable calculator, Cell phones and other electronic gadgets shall not be permitted inside the examination hall / laboratories. However any required code books and data sheets / books, if necessary, may be permitted inside the examination hall / laboratories with the approval of the Chief Superintendent / Examiners. The students are warned that any form of malpractice will be dealt severely. The disciplinary action will be taken by the college authorities after conducting an enquiry. The punishment may even be cancelling all the end semester examinations written by the student in the particular semester and debarring permanently from all the end semester examinations in the particular semester.
- 11.7** The hall ticket must be produced by all the students at the time of writing the examination. If a student fails to produce the hall ticket on any grounds, he/she should get a duplicate hall ticket from the Controller of Examinations office through the Chief Superintendent / Examiner by paying the duplicate hall ticket fee.
- 11.8** Examiners for setting and validating end semester examination question papers for theory courses, evaluating end semester examination answer scripts, conducting practical examinations and evaluating project works shall be appointed by the Controller of Examinations after obtaining approval from the Chairperson of the Academic Council of the College.

## **12. PROCEDURE FOR AWARDING MARKS FOR CONTINUOUS INTERNAL ASSESSMENT (CIA)**

The continuous internal assessment for all theory, practical, integrated, project viva voce and mandatory courses shall be awarded as per the procedure given below:

### **12.1 THEORY COURSES**

Minimum of two assessments each carrying 100 marks shall be conducted during the semester. The total marks obtained in all assessments put together shall be proportionately reduced for 40 marks and rounded to the nearest integer

**TABLE–VI: Internal Assessment for Theory Courses**

Assessment I(100Marks)		Assessment II(100Marks)	
Individual Assignment /Case Study/Seminar/Mini Project	Written Test	Individual Assignment /Case Study/ Seminar/Mini Project	Written Test
40	60	40	60

**12.2 Practical Courses**

The maximum marks for Internal Assessment shall be 60 marks in case of practical courses. For all practical courses the continuous assessment shall be for a maximum of 100 marks which includes 75 marks for regular class work (Record, conduct of experiments, observation, result and viva in regular class work) and 25 marks for model examination. Internal assessment marks shall be converted into 60 marks and shall be rounded off to the nearest integer.

**TABLE-VII: Internal Assessment for Practical Courses**

<b>Record, conduct of experiments, observation, result and viva in regular class work</b>	<b>Model Examination</b>
75	25

**12.3 Integrated Courses(Theory Courses with Laboratory Component)**

The theory and the practical components of the integrated courses shall be evaluated individually for these courses. The weightage of the theory component shall be 40% and the weightage of the practical component shall be 60%. The pass marks obtained in either theory or practical part of the integrated course shall be maintained till the entire course is passed by a student. There shall be Minimum of two internal assessments as given in Table VIII. The weighted average of the two assessments shall be converted into 50 marks and rounded to the nearest integer.

**TABLE-VIII: Internal Assessment for Integrated Courses**

<b>Assessment I (40%weightage) (Theory Component)</b>		<b>Assessment II(60%weightage) (Laboratory Component)</b>	
Individual Assignment /Case Study/Seminar/Mini Project	Written Test	Evaluation of Laboratory Observation, Record	Model Test
40	60	75	25

**12.4 Mandatory Course**

The above course shall be conducted as a regular theory course without credits. The assessment of this course shall be similar to that of theory course vide clause 11 & 12

**12.5 Audit courses**

The student may optionally study audit courses and it will be mentioned in the Grade Sheet. However, it will not be considered for computation of CGPA. For the students who complete the Audit Course satisfying attendance requirement, the title of the Audit Course will be mentioned in the Grade Sheet. If the attendance requirement is not satisfied, it will not be shown in the Grade Sheet.

- 12.6** If any course requires alternate internal assessment system, the faculty member, who is handling the course, should submit a request to the Principal through the HoD for the alternate continuous internal evaluation system, within seven days of the commencement of classes in a particular semester. The internal assessment suggestion committee formed by the Head of the Institution, shall scrutinize the request and recommend suitable alternate continuous internal assessment system for approval of the Head of the Institution.

**12.7 Attendance and Continuous Assessment Record**

Every faculty member is required to maintain an Attendance and Continuous Assessment Record which consists of attendance marked for each lecture or practical or project work classes, the tests & assignment marks and record of class work (topics covered) separately for each course. This should be submitted to the HoD concerned at the end of every month for checking the syllabus coverage and the record of test marks and attendance. The HoD will put his/her signature and date after due verification. At the end of the semester, the HoD should verify the register and keep this document in his/her safe custody for five years. The register will have to be produced for scrutiny by the Head of the Institution or any inspecting authority whenever called for. The faculty handling courses for a particular programme from other departments (e.g. English, Mathematics,

Science, etc.) shall submit the records to the HoD of the faculty concerned.

### **13 Project Work**

**13.1** The project work for M.E. Programmes consist of Project Work-I and Project Work-II. The Project Work-I is to be undertaken during Semester III and Project Work-II, which is a continuation of Project Work-I, (except when project work II is carried out in the industry) is to be undertaken during Semester IV.

**13.2** In case of students of M.E. Programmes not completing Project Work-I of project work successfully, the students can undertake Project Work-I again in the subsequent semester. In such cases the students can enroll for Project Work-II, only after successful completion of Project Work-I.

**13.3** Project work shall be carried out under the supervision of a “qualified teacher” in the Department concerned.

**13.4** A student may, however, undergo Project Work-II (M.E. Programme) in industry/academic institution of repute offering PG programmes in Engineering/Technology (other than affiliated colleges of Anna University)/research institutions for a minimum of 16weeks during the final semester. In such cases, the students shall undergo the Project Work-II with the approval obtained from the Head of the institution preferably one month before the start of the industrial project.

The Project Work-II carried out in industry/academic institution of repute/research institutions need not be a continuation of Project Work-I. In such cases, the Project Work shall be jointly supervised by a supervisor of the department and an expert as a joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Head of the Institution and suitable record of the meetings shall be maintained.

**13.5** The Project Work (Project Work-II) shall be pursued for a minimum of 16 weeks during the final semester.

**13.6** The deadline for submission of final Project Report (Project Work-II) is 60 calendar days from the last working day of the semester in which project work / thesis /dissertation is done. However, the Project Work-I shall be submitted within

the last working day of the semester as per the academic calendar published by the Institution.

## 14 EVALUATION OF PROJECT WORK

The evaluation of Project Work for Project Work-I & Project Work-II in M.E shall be done independently in the respective semesters and marks shall be allotted as per the weightages given in Clause 14.1.

- 14.1** There shall be three assessments (each 100 marks) during the Semester by a review committee. The student shall make presentation on the progress made before the Committee. The Head of the Institution shall constitute the review committee for each programme. The review committee shall have a minimum of three members consisting of supervisor, experts from the Department and a project coordinator from the Department. The total marks obtained in the three assessments shall be reduced to 40 marks and rounded to the nearest integer (as per the Table). There will be a vice-voce Examination during End Semester Examinations conducted by a Committee consisting of the supervisor, one internal examiner and one external examiner. The internal examiner and the external examiner shall be appointed by the Controller of Examination. The distribution of marks for the internal assessment and End semester examination is given below:

**TABLE-IX: Assessment for Project Work**

<b>Internal Assessment(40Marks)</b>			<b>End Semester Examination(60Marks)</b>			
<b>Review-I</b>	<b>Review-II</b>	<b>Review-III</b>	<b>Thesis Submission</b>	<b>Viva -Voce</b>		
			External Examiner	Internal Examiner	External Examiner	Supervisor Examiner
10	15	15	25	10	15	10

- 14.2** The Project Report prepared according to approved guidelines as given by Head of the institution and duly signed by the supervisor(s) and the Head of the Department concerned shall be submitted to the Controller of Examinations.
- 14.3** If the student fails to obtain 50% of the internal assessment



marks in the Project Work-I and Project Work-II / final project, he/she will not be permitted to submit the project report and has to register for the same in the subsequent semester.

If a student fails to submit the project report on or before the specified deadline as mentioned in clause 13.6, he/she is deemed to have failed in the Project Work and shall register for the same in a subsequent semester. This applies to both for Project Work-I and Project Work-II

If a student fails in the end semester examinations of Project Work-I, he/she has to resubmit the Project Report within 30 days from the date of declaration of the results. If he /she fails in the End semester examination of Project Work-II, he/she shall resubmit the Project Report within 60 days from the date of declaration of the results. The resubmission of a project report and sub-sequent viva-voce examination will be considered as reappearance with payment of exam fee. For this purpose the same Internal and External examiners shall evaluate the resubmitted report.

If a student has submitted the project report but did not appear for the viva-voce examination, it will be considered as fail and he/she will be permitted to resubmit the report within 30/60 days from the declaration of results and permitted for reappearance in viva-voce examination, for Project Work-I and II respectively.

## **15 Procedure for assessment of Knowledge / Skill Enhancement Courses and value added courses**

**15.1 Self-Learning online Courses** are assessed and evaluated by the certification Institute/ organization or by the Institution. A committee constituted by the Head of the Institution shall assign number of credits based on the duration of the course and award the grade for these courses based on the quality of the online courses, the assessment procedure and the performance of the student. The credits earned shall be transferred and the marks earned shall be converted into grades and transferred, provided the student has passed in the examination as per the norms of the offering organization.

**The marks earned shall be converted in to grades,** provided the student has passed in the examination as per the norms of the offering organization. The credits earned by

the students may be used for credits replacement or additional credits

**15.2 Self-Learning Elective Courses:** The assessment for these courses shall be conducted as per theory courses vide clause 11.5.1. There will be a faculty coordinator for such courses and the faculty coordinator shall conduct the Continuous Internal Assessment as per clause 12.1. The end semester examinations shall also be conducted by the faculty coordinator concerned.

**15.3 Internship:** There shall be one final assessment after the completion of internship. Internship shall carry 100 marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical training/ Internship/summer project, the candidate shall submit a certificate from the organization where he/she has undergone training and a brief report. The evaluation will be made based on the report and a viva-voce examination conducted by a three member Departmental Committee constituted by the Head of the Department / Head of the Institution.

**TABLE-X: Internal Assessment for Internship**

<b>Internship report</b>	<b>Viva voce</b>
40	60

**15.4 R&D Project:** There shall be three Reviews, conducted by the review committee constituted by the Head of the Institution. R&D project shall carry 100 marks and shall be evaluated through internal assessment only. The student shall submit a report of his/her R&D project to the supervisor and the assessment procedure for the R&D Project is given below.

**TABLE-XI: Internal Assessment for R&D Project**

<b>Review-I</b>	<b>Review-II</b>	<b>Review-III</b>	<b>R&amp;D Project Report</b>
20	25	25	30

If a student has a publication in SCI listed journals which has impact factor of 1.5 and above, the student will be awarded 'O' grade,

**15.5 Value Added Courses:** The students can earn two credits for a Value Added Course. There are two category of Value Added Courses, the first category of Value Added Courses are offered by reputed organizations and the second category of Value Added Courses are offered by the departments. The assessment procedure for the two category of Value Added Courses are given below.

**15.5.1** For the Value Added Courses offered by reputed organizations the credits shall be assigned by the committee constituted by the Head of the Institution. The marks earned shall be converted into grades and transferred, provided the student has passed in the examination as per the norms of the offering organization.

**15.5.2** For the Value Added Courses offered by the department shall be evaluated through continuous internal assessments only. The department offering the Value Added Course shall conduct two assessments.

The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

## **16 PASSING REQUIREMENTS**

**16.1** A student who secures not less than 50% of total marks prescribed for the course [Continuous Internal Assessment + End semester Examinations] with a minimum of 45% of the marks prescribed for the end-semester Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and laboratory courses (including project work).

**16.2** If a student fails to secure a pass in a theory course / laboratory course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt

onwards if a student fails to obtain pass marks (Continuous Internal Assessment + End Semester Examination) as per clause 16.1, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

- 16.3** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (Continuous Internal Assessment + End Semester Examination) as per clause 16.1, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 7 and appear for the end semester examination.

- 16.4** If a student is absent during the viva - voce examination, it would be considered as fail. The students shall register for the course again in the subsequent semester and can do Project Work.

## **17 AWARD OF LETTER GRADES**

- 17.1** The award of letter grades will be decided using relative grading principle. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

**TABLE-XII: LETTER GRADING**

<b>Letter Grade</b>	<b>Grade Points</b>
O (Outstanding)	<b>10</b>
A+(Excellent)	<b>9</b>
A (Very Good)	<b>8</b>
B+(Good)	<b>7</b>
B (Average)	<b>6</b>
C (Satisfactory)	<b>5</b>

U(Re-appearance)	<b>0</b>
SA(Shortage of Attendance)	<b>0</b>
W(Withdrawal)	<b>0</b>

‘U’ denotes Reappearance and registration is required for that particular course, ‘SA’ denotes Shortage of Attendance (as per clause 7) and hence prevented from writing the end semester examination.

The Grade point average (GPA) for each semester is calculated using the formula

$$GPA = \frac{\sum_{i=1}^n C_i GP_i}{\sum_{i=1}^n C_i}$$

The Cumulative Grade Point Average (CGPA) is calculated from the first semester to final semester using the formula

$$CGPA = \frac{\sum_{i=1}^N C_i GP_i}{\sum_{i=1}^N C_i}$$

**C<sub>i</sub>** - is the Credits assigned to the course

**GP<sub>i</sub>** - is the point corresponding to the grade obtained for each Course

**n** - is number of all Courses successfully completed during the particular semester in case of GPA

**N** – is number of all courses successfully completed during all the semesters in case of CGPA

**"U", "SA" and "AB"** grades will be excluded for calculating GPA and CGPA.

The GPA and CGPA are computed only for the candidates with a pass in all the courses.

The GPA and CGPA indicate the academic performance of a candidate at the end of a semester and at the end of successive semesters respectively.

The formula for the conversion of CGPA to equivalent percentage of marks shall be as follows:

$$\text{Equivalent Percentage of Marks} = \text{CGPA} \times 10$$

## **17.2 Grade Sheet**

A grade sheet for each semester shall be issued containing the following information after the publication of the results

- The credits registered and earned by the student
- Grade obtained in each course
- Additional credit earned in each semester
- Grade Point Average of the semester and Cumulative Grade Point Average earned up to the semester
- Month and year of appearance
- Procedure for calculation of GPA and CGPA

## **18 ELIGIBILITY FOR THE AWARD OF DEGREE**

**A candidate shall be declared to be eligible for the award of the Degree if he/she has**

- Successfully completed the course requirements by earning required number of credits specified in the curriculum and passed all the prescribed courses in the Curriculum including mandatory courses corresponding to his/her Programme within the stipulated time (vide clause 6.1)
- No disciplinary action is pending against him/her.
- Successfully completed the field visit / industrial training, if any, as prescribed in the curriculum.
- Successfully completed any additional courses prescribed by the Head of the Institution whenever any candidate is readmitted.
- The award of the Degree shall be approved by the syndicate of the University

## **19 REVALUATION**

**19.1** A candidate can apply for direct revaluation or revaluation with photocopy of his/her end semester examination answer paper in a theory course, within a week from the declaration of results on payment of the prescribed fee.

- 19.2** Direct Revaluation application form must be submitted to the Controller of Examinations through the HoD. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the candidate concerned.
- 19.3** A candidate shall apply for the Photocopy of his/her end semester examination answer script on payment of the prescribed fee and apply for revaluation through revaluation with Photocopy application form to the Controller of Examinations within a week after the photo copy of the answer script is received.
- 19.4** A candidate can apply for direct revaluation/revaluation with photocopy of answer scripts for not exceeding 5 subjects in a semester at a time. Revaluation is not permitted for practical courses and for project work.
- 19.5 Review:** Candidates not satisfied with Revaluation can apply for Review of his/her examination answer script for theory courses, on payment of a prescribed fee with proper application to Controller of Examination through the Head of the Institution. Candidates those who applied for Revaluation are eligible to apply for Review.

## **20 CLASSIFICATION OF THE DEGREE AWARDED**

### **20.1 FIRST CLASS WITH DISTINCTION:**

A Student who satisfies the following conditions shall be declared to have passed the examination in **First class with Distinction**:

- Should have passed the examination in all the courses of all the four semesters in the student's First Appearance with in **three** years, which includes authorized break of study of one year (if availed). Withdrawal from examination (vide Clause 9) will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50**.
- Should NOT have been prevented from writing end Semester examination due to lack of attendance in any of the courses.

## 20.2 FIRST CLASS:

A student who satisfies the following conditions shall be declared to have passed the examination in **First class**:

- Should have passed the examination in all the courses of all four semesters **within three years**, which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- Should have secured a CGPA of not less than **6.50**.

## 20.3 SECOND CLASS:

All other students (not covered in clauses 20.1 and 20.2) who qualify for the award of the degree (vide Clause 18) shall be declared to have passed the examination in **Second Class**.

**20.4** A student who is absent in End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 9) for the purpose of classification.

## 21 CLASS ADVISOR (MENTOR)

To help the students in planning their courses of study and for general advice on the academic programme, the HoD of the students will attach a certain number of students to a teacher of the Department who shall function as Class Advisor / Mentor for those students throughout their period of study. Such faculty Advisors shall advise the students and monitor the courses undergone by the students, check the attendance and progress of the students attached to him/her and counsel them periodically. If necessary, the Advisor may also discuss with or inform the parents about the progress of the students.

## 22 ALTERNATE INTERNAL ASSESSMENT SUGGESTION COMMITTEE

The Internal Assessment Suggestion Committee shall consist of a convener who is the HoD of the course offering department for which alternate internal assessment suggested, relevant HODs as members and the course handling faculty members.



- 22.1** The committee shall suggest alternate continuous internal assessment system for the particular course(s) for which request has been made.
- 22.2** The committee shall scrutinize and recommend suitable alternate continuous internal assessment system within a week to the Head of the Institution for ratification.
- 22.3** The Head of the Institution shall carefully examine the recommendation of the Committee and ratify the recommendation before the commencement of the first Class Committee Meeting (vide clause 23). The Head of the Institution may approve or reject the alternate continuous internal assessment system and the approval is up to the discretion of the Head of the Institution.
- 22.4** The alternate continuous internal assessment system shall be incorporated after the approval of the Head of the Institution.

## **23 CLASS COMMITTEE**

A Class Committee consists of teachers of the class concerned, student representatives and a Chairperson who is not teaching the class. It is like the 'Quality Circle' with the overall goal of improving the teaching-learning process. The functions of the class committee include:

- Solving problems experienced by students in the classroom and in the laboratories.
- Clarifying the regulations of the programme and the details of rules therein.
- Informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives about the details of regulations regarding the weightage used for each assessment. In the case of practical courses (laboratory / project work/ seminar etc.) The breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.

- Identifying the weak students, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such weak students.

**23.1** The class committee for a class under a particular programme is normally constituted by the Head of the Department. However, if the students of different programmes are mixed in a class, the class committee is to be constituted by the Head of the Institution.

**23.2** The class committee shall be constituted on the first working day of any semester or earlier.

**23.3** At least 3 student representatives shall be included in the class committee.

**23.4** The Chairperson of the class committee may invite the Faculty advisor(s) and the Head of the department to the meeting of the class committee.

**23.5** The Head of the Institution may participate in any class committee of the institution.

**23.6** The Chairperson is required to prepare the minutes of every meeting, submit the same to the Head of the Department within two days of the meeting and arrange to circulate among the concerned students and teachers. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the management through the Head of the Institution.

**23.7** The first meeting of the class committee shall be held within two weeks from the date of commencement of the semester in order to inform the students about the nature and weightage of assessments within the framework of the Academic Regulations. Two or three subsequent meetings may be held at suitable intervals. During these meetings the student members, representing the entire class, shall meaningfully interact and express the opinions and suggestions of the class to improve the effectiveness of the teaching-learning process.

## **24 DISCIPLINE**

Every student is required to be disciplined and behave with propriety both inside and outside the Institution and not indulge in any activity which will bring down the prestige of the Institution. The Head of the Institution shall constitute a disciplinary committee to enquire into acts of indiscipline and disciplinary action will be taken based on the recommendations of the committee. If a student

indulges in malpractice in any of the end semester/internal examination he/she shall be liable for punitive action as prescribed by the Institution (from time to time). The disciplinary action is subject to review by the Head of the Institution, in case the student represents the case to the Head of the Institution.

## **25 REVISION OF REGULATIONS AND CURRICULUM**

The Academic Council of the College reserves the right to revise or change or amend the regulations, the scheme of examinations, the curriculum and the syllabi from time to time if found necessary.

Any condition which has not been covered in the above regulations may be referred in the Academic Council for a decision.

## **26 SPECIAL CASES**

In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The members of the Standing committee shall be nominated by the Chairperson of the Academic Council. The Standing Committee will offer suitable interpretations / clarifications / amendments required for special cases and get them ratified in the next meeting of the Academic Council, if necessary. The decision of the Academic Council will be final.

**TABLE-XIII: MINIMUM TOTAL CREDITS FOR M.E. / M. Tech. DEGREE PROGRAMMES**

<b>S.No</b>	<b>Name of the Programme</b>	<b>Minimum Total Credits *</b>
1	M.E. CAD/CAM	<b>70</b>
2	M.E. Computer Science and Engineering	<b>70</b>
3	M.E. Communication Systems	<b>70</b>
4	M.E. Power Electronics and Drives	<b>70</b>
5	M.E. Structural Engineering	<b>70</b>

\*Minimum Total Credits to be earned by the student admitted to the particular PG Programme to become eligible for the award of Degree as per Clause 18 of Regulations 2021(PG).