

Sri Sivasubramaniya Nadar College of Engineering, Kalavakkam – 603110

(An Autonomous Institution, Affiliated to Anna University, Chennai)

REGULATIONS 2018

CHOICE BASED CREDIT SYSTEM (CBCS)

[Common to all B.E. / B.Tech Degree Programmes]

[(8 – Semester / 6 – Semester LES) Full-Time Programmes]

(With Effect from the Academic year 2018 – 2019)

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- (i) “Degree” means academic award conferred upon a student on successful completion of a programme designed to achieve the defined attributes. It is referred to as Under Graduate (UG) Degree that is B.E. / B.Tech Degree.
- (ii) “Programme” means cohesive arrangement of courses, co-curricular and extracurricular activities to accomplish a set of predetermined objectives leading to the awarding of a degree.
- (iii) “Discipline” means branch or specialization of B.E. / B.Tech. Degree programme like Mechanical Engineering, Information Technology, etc.
- (iv) “Course” means a theory/practical/theory cum practical subject studied in a semester, like Mathematics, Engineering Practices Lab, Design of Machine Elements, etc.
- (v) “Head of the Institution” means the Principal of the Institution.
- (vi) “Chairperson, Academic Council” means the authority of the Institution who is responsible for all academic activities of the Institution / Departments for the implementation of relevant Rules and Regulations.
- (vii) “Controller of Examinations” means the authority of the Institution who is responsible for all activities related to the Examinations.
- (viii) “Head of the Department” means the Head of the Department concerned.
- (ix) “Chairperson, BoS” means Chairperson of Board of Studies of each Department.
- (x) “University” means the affiliating University (Anna University, Chennai).
- (xi) “Institution” means Sri Sivasubramaniya Nadar College of Engineering.

2. ELIGIBILITY FOR ADMISSION

2.1 Regular Admission

The students seeking admission to the Bachelor of Engineering / Bachelor of Technology programme shall require satisfying eligibility criteria as prescribed by the Directorate of Technical Education, Tamil Nadu and the affiliating University from time to time.

2.2 Lateral Entry Admission

- (a) The students 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 lateral entry admission to the third semester of B.E./B.Tech. Degree programme as per the norms of the Tamil Nadu Government from time to time.
- (b) The students who possess the Degree in Science (B.Sc.) (10+2+3 stream) with Mathematics as a subject at the B.Sc. level are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech. Degree programme. However, such students shall enrol for additional engineering subjects in the third and fourth semesters as prescribed by the academic council of the Institution.

3. PROGRAMMES OF STUDY

The Institution offers the following undergraduate programmes:

B.E. Degree Programmes:

- Biomedical Engineering
- Civil Engineering
- Computer Science and Engineering
- Electrical and Electronics Engineering
- Electronics and Communication Engineering
- Mechanical Engineering

B.Tech. Degree Programmes:

- Chemical Engineering
- Information Technology

4. STRUCTURE OF THE PROGRAMMES

4.1 Categorization of Courses

Every B.E. / B.Tech. programme shall have a curriculum with syllabi comprising of Theory, Theory-cum-Practical and Practical courses with well defined Programme Outcomes (PO) and Programme Educational Objectives (PEO) as per the Outcome Based Education (OBE) model. The content of each course is designed based on the intended Course Outcomes (CO).

The courses shall cover:

- (i) Humanities and Social Sciences (HS) courses which include Technical English, Environmental Science etc.
- (ii) Basic Sciences (BS) courses which include Mathematics, Physics, Chemistry, etc.
- (iii) Engineering Sciences (ES) courses which include Engineering Practices, Engineering Graphics, etc.
- (iv) Professional Core (PC) courses which include the core courses relevant to the chosen branch / specialisation.
- (v) Professional Elective (PE) courses which include the elective courses relevant to the chosen branch/specialisation.
- (vi) Open Elective (OE) courses which include the courses from other departments which a student can choose from the list specified in the curriculum of the undergraduate programmes.
- (vii) Online Courses (OLC) which are offered under NPTEL / SWAYAM only.
- (viii) Employability Enhancement Courses (EEC) include project work, and / or Internship, seminar, professional practices, case study, value-added courses, audit courses, industrial / practical training, etc.

4.2 Personality and Character Development

Every student shall enrol on admission, in any one of the personality and character development programmes (NSS / YRC / RRC / NSO) and undergo training for about 80 hours including a camp of seven days duration. The training shall include classes on hygiene and health awareness and also training in first-aid. The student has to necessarily complete the training in the first two years of his/her study. After completing this programme, students will be graded as Satisfactory / Not Satisfactory and it will appear in the grade sheet. A satisfactory grade in the above co-curricular activities is mandatory for the award of the degree. The students will not be permitted to register for the V semester courses unless they fulfil this requirement.

While the training activities shall normally be held during the weekends, the camp shall be arranged during the vacation period.

4.3 Definition of Credit

Contact Period per week	Credits
1 Lecture (L) Period	1
2 Tutorial (T) Periods	1
2 Practical Periods (also for EEC courses like Seminar / Project work / Case study etc.)	1

4.4 Number of courses per semester

The curriculum of each semester shall normally be a blend of Theory courses / Theory-cum-Practical courses not exceeding 6 and Practical courses not exceeding 3 (preferably 6 Theory and 2 Practical courses).

4.5 Online Courses (OLC)

Students will be permitted to do online courses upto a maximum of six credits (which are provided with certificate after evaluation of the performance) during the entire programme, with the prior approval from the Head of the Department. The Head of the Department can constitute a committee to recommend the list of online courses to be approved by Board of studies. On successful completion of each online course, the student has to submit the copy of the certificate to the Head of the Department. The Head of the Department shall form a team of senior faculty members (preferably three) for recommending the credit and the grade that should be awarded to the student by appropriately mapping the score earned by the student. The results can be sent to the Controller of Examinations after the due approval by the Head of the Department. On successful completion of online courses adding to three credits, the student can obtain a waiver from doing either a Professional Elective or an Open Elective. Students can register for online courses only during 3rd to 8th semesters.

4.6 Industrial Training/Internship

Every student is encouraged to undergo In-plant training/Internship in any industry/Research centre / Institute/ Organisation during the programme of studies. The student has to submit the report to the Head of the Department, and the report can be evaluated by a team of senior faculty members (preferably three) nominated by the Head of the Department. Based on the recommendations, the student will be awarded credits and it will be over and above the total credit requirement prescribed in the curriculum for the award of the degree except for those programmes where it is stated as mandatory and the results will be sent to the

Controller of Examinations after the approval by the Head of the Department. The credits are distributed as follows:

Duration of Industrial training / Internship	Credits
4 weeks	1
8 weeks	2

4.7 Industrial Visit

Every student is expected to undergo one industrial visit every year for not more than Three days starting from the second year of the programme with the approval of the Head of the Department and the Head of the Institution.

4.8 Value-added Courses (VAC)

The students may optionally undergo value-added courses offered by experts from industry/other institutions (Academic/Research) / faculty of the local institution on specialised topics. Every 15 period course will be awarded 1 credit. If the value-added course is a Theory, then the contact hours in a day shall not exceed four periods. The courses shall be conducted without affecting the regular academic schedule.

- Students can complete such one credit courses during 3rd to 8th semesters as and when these courses are offered by the departments.
- Students will also be permitted to register such one credit courses offered by other departments provided he/she has fulfilled the pre-requisites (if any) of the courses being offered subject to the approval by both the Heads of the Departments.
- The Department/Course in-charge concerned shall conduct one assessment at the end of the course.
- The Head of the Department shall form a three member committee to monitor the progress of the course and to recommend the grades for the students based on their relative performance. The results should be sent to the Controller of Examinations after the approval by the Head of the Department.
- Students can take a maximum of three one credit courses during the entire duration of the programme.
- On successful completion of three one credit courses, the student can get a waiver from doing one Open Elective.
- If a student earns less than three credits, the waiver is not applicable and the earned credits will be over and above the total credit requirement prescribed in the curriculum for the award of the degree.

4.9 Audit Courses

A student may like to acquire additional knowledge by attending a course but may not be interested to go through the normal evaluation process. In such cases, he/she can choose to 'Audit' a course. To audit a course, student should get the approval from the course instructor and from his/her Head of the Department. To complete the 'Audit' course, the student should earn a minimum of 65% attendance. The student can do 'Audit' courses only from 3rd to 7th semester.

4.10 The students satisfying the following conditions shall be permitted to carry out their final semester project work for six months in industry / research organisations

- The student should not have standing arrears and shall have a CGPA of 7.50 and above upto V semester.
- The student must have completed the requirements of theory courses of eighth semester in earlier semester using the provision of online courses or value added courses.
- The Head of the Department, in consultation with the concerned faculty handling the courses shall forward the proposal to the Head of the Institution for approval atleast two weeks before the commencement of the eighth semester. The letter of approval along with the details shall be sent to the Controller of Examinations.

4.11 Students shall register for the Project work only during the semester in which the project work is offered.

4.12 Medium of Instruction

The medium of instruction is English for all courses, examinations, seminar presentations and project / thesis / dissertation reports.

5. DURATION OF THE PROGRAMME

5.1 The duration for the B.E./B.Tech. Degree programmes is four years (Eight Semesters) but in any case not more than Seven years (Fourteen semesters) for HSC (or equivalent) students and not more than Six years (Twelve semesters) for Lateral entry students.

5.2 Each semester normally consists of 90 working days, including Test and Examination days. In any contingent situation, the number of working days per

semester shall not be less than 65 days. The Head of the Institution is given discretionary powers to decide the number of working days. In such contingencies, the Head of the Department shall ensure that every faculty member teaches the full content of the specified syllabus for the course being taught.

- 5.3** The total duration for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum duration specified in clause 5.1 inclusive of the period of break of study or prevention in order that the student may be eligible for the award of the degree.
- 5.4** For the purpose of regulations, the academic year will be divided into two semesters, the odd semester normally spanning from June to November and the even semester spanning from December to May.

6. COURSE REGISTRATION

- 6.1** Each student on regular admission has to register for all the courses prescribed in the first year of study.
- 6.2** A student has to earn the minimum number of total credits specified in the curriculum of the chosen programme of study in order to be eligible to obtain the degree. However, a student can earn more than the minimum number of credits, if he/she wishes. In such cases, the minimum number of credits required for the completion of the programme alone would be considered for CGPA calculation.
- 6.3** From Third semester onwards, each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6 credits). The dropping of courses shall be decided as per prerequisite requirements in consultation with the Faculty Mentor. The student can also register for courses in which the student had failed in the earlier semesters. In such cases, the student shall do reappearance registration for those courses for which the attendance requirement is not compulsory. However, if a student has failed in a professional / open elective, he/she has the option to take up the same or some other subject of the category concerned.

The courses that a student registers for a particular semester may include (i) Courses of the current semester, (ii) The core (Theory/EEC) courses that the student has not cleared in the previous semesters and (iii) Elective courses which the student had failed to clear (either the same elective or a different alternative elective of the same category).

- 6.4** The registration for the courses of the semesters III to VIII will commence ten days prior to the commencement of classes of the current semester. The student shall register for the courses with the guidance of his faculty mentor. The student may also **drop courses** (vide clause 6.3) within five working days of the commencement of the concerned semester and complete the registration process.
- 6.5** For an elective to be offered, the department shall specify the minimum number of students required.
- 6.6** After registering for a course, a student should attend classes, satisfy attendance requirements (vide clause 7), earn continuous assessment and appear for the End Semester Examinations.

6.7 Reappearance Registration

The internal assessment marks obtained in the first appearance will be valid for two subsequent reappearance registrations. From the fourth appearance onwards, internal assessment marks are not valid and the passing requirement shall be 50% marks and above in the end semester examinations alone. The Grade will be calculated based only on the marks obtained in the End Semester Examinations.

Reappearance Registration is applicable for the following cases:

- 6.7.1** If a student fails to secure a pass in a course, the student shall do reappearance registration in the subsequent semesters.
- 6.7.2** If the theory course, in which the student has failed, is a professional elective or an open elective, and if the student chooses to opt for the same professional elective or open elective course, then the student shall do reappearance registration in the subsequent semesters.
- 6.7.3** If a student has applied for withdrawal from writing the end semester examination of a course (Theory / Laboratory / Elective) the student shall do reappearance registration for that course, in the subsequent semesters. Withdrawal shall not be considered as an appearance for deciding the eligibility of a student for First Class with Distinction.

6.8 Repeating the Course

When the Student repeats the course, the student shall attend the classes, satisfy the attendance requirements (vide clause 7), earn Continuous Assessment marks afresh and then appear for the End Semester Examinations.

Repeating the Course is applicable for the following:

6.8.1 If a student is prevented from writing end semester examination of any course due to lack of attendance and that course is a core course (Theory / Laboratory), the student has to register for that course again, when it is offered next, and repeat the course. In this case, the student shall attend the classes and fulfil the attendance requirements as per clause 7. If the course is a Professional Elective or an Open Elective and the student opts for the same course the student has to register for that course again, when it is offered next, and repeat the course. In this case, the student shall attend the classes and fulfil the attendance requirements as per clause 7.

7. REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION OF A COURSE

A student who has fulfilled the following conditions (vide clause 7.1 and 7.2) shall be deemed to have satisfied the attendance requirements for appearing in the end semester examination of a particular course.

7.1 Ideally every student is expected to attend all periods and earn 100% attendance. However, the student shall secure a minimum of 75% attendance in each of the registered courses taking into account the number of periods conducted for that course.

7.2 If a student secures attendance between 65% and less than 75% in any course in the current semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Head of the Department concerned and the Physical Director of the Institution, the student shall be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the end semester examination of that course with the approval from the Head of the Institution. In all such cases, the students should submit the required documents on joining after the absence to the Head of the Department through the Faculty Mentor.

7.3 A student shall normally be permitted to appear for End semester examination of the course if the student has satisfied the attendance requirements (vide Clause 7.1 – 7.2) and has registered for examination in those courses of that semester by paying the prescribed fee.

7.4 Students who do not satisfy clause 7.1 and 7.2 and who secure less than 65% attendance in a course will not be permitted to write the End-Semester Examination

of that course. The student has to register and repeat this course when it is offered next (vide clause 6.8.1).

- 7.5** In the case of reappearance registration for a course (vide Clause 6.7), the attendance requirement as mentioned in Clauses 7.1 - 7.3 is not applicable. However, the student has to register for examination in that course by paying the prescribed fee.
- 7.6** A student who has already appeared for a course in a semester and passed the examination is not entitled to reappear in the same course for improvement of letter grades / marks.

The percentage of attendance for a particular course is calculated as follows:

Percentage of course-wise attendance =

$$\frac{\text{Total No. of periods attended by the student for the course in a semester}}{\text{Total No. of periods conducted by the faculty for the course in a semester}} \times 100$$

8. CLASS ADVISOR

There shall be a class advisor for each class. The class advisor will be one among the course instructors of the class. He / She will be appointed by the Head of the Department concerned. The class advisor is the ex-officio member of the multiple course committee. The responsibilities for the class advisor shall be:

- To act as the channel of communication between the HoD and the students of the respective class.
- To collect and maintain various statistical details of students.
- To help the coordinator of the multiple course committee in planning and conduct of the meetings.
- To monitor the academic performance of the students including attendance and to inform the committee.
- To attend to the students' welfare activities like awards, medals, scholarships and industrial visits.

Faculty Mentor

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department will attach a certain number of students (Maximum 25) to each Faculty member of the Department. He / She shall function as Faculty Mentor for these students throughout their period of study. The Faculty mentor shall

- Advise the students in registering and reappearance registering of courses

- Monitor their attendance, academic progress and discipline of the students
- Counsel periodically or during the faculty mentor meeting scheduled in the class time table
- Inform the students about the various facilities and activities available to enhance their curricular and co-curricular activities
- Inform the parents about the academic progress of the students through the head of the department

9. ACADEMIC COMMITTEES

9.1 Course Committee for Common Courses

A theory course handled by more than one teacher shall have a “Common Course Committee” comprising of all teachers teaching that course and some students who have registered for that course. There shall be two student representatives from each batch of that course. One of the teachers shall be nominated as Course Coordinator by the Head of the Department concerned.

The first meeting of the Common Course Committee shall be held within fifteen days from the date of commencement of the semester. The components of the continuous assessment and their weightages shall be decided in the first meeting, within the framework of the Regulations.

Two or three subsequent meetings may be held at suitable intervals during the semester. During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to the whole batch.

In addition, the “Common Course Committee” (without the student representatives) shall meet to ensure uniform evaluation of continuous assessments after arriving at a common scheme of evaluation for the assessments (vide clause 11).

Wherever feasible, the common course committee (without the student representatives) shall prepare a common question paper for the continuous assessment tests also. The question paper for the end semester examination is common and shall be set by the Course Coordinator in consultation with all the teachers.

9.2 MULTIPLE COURSES COMMITTEE

The “Multiple Courses Committee” comprises Faculty handling various courses for a class in a semester and student representatives. One of the above Faculty, nominated by the Head of the Department shall coordinate the activities of this committee. The functions of this committee are similar to that of the common course committee, which are as follows:

The first meeting of the Multiple Courses Committee shall be held within fifteen days from the date of the commencement of the semester. The components of the continuous assessment and their weightages shall be decided in the first meeting, within the framework of the Regulations.

Two or three subsequent meetings may be held at suitable intervals during the semester. During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to all the students.

9.3 Performance Assessment Committee

The Performance Assessment Committee comprises the course coordinators / IQAC representative / course faculty members and Programme coordinator nominated by the Head of the Department. The committee shall meet to assess the attainment of Course Outcomes and Programme Outcomes, progress and status of the students of the semester concerned at the beginning and end of the semesters. The committee can invite Faculty mentors and students as invitees.

10. SYSTEM OF EXAMINATION

10.1 Performance in each course of study shall be evaluated for a maximum of 100 marks based on one of the following:

- (i) Continuous Assessments throughout the semester and End Semester Examinations. For Theory / Theory-cum-Practical courses, the continuous assessment will carry 40 marks and End Semester Examinations will carry 60 marks. For practical courses and project work, the continuous assessment and end semester examination will each carry 50 marks.

(or)

- (ii) **Continuous assessment only:**

Courses like comprehension and seminar which are evaluated for 100 marks based only on the continuous assessment. Appropriate rubrics shall be formulated and informed in advance to the students.

10.2 End Semester Examinations

10.2.1 The End Semester Examinations (Theory, Theory-cum-Practical & Practical) of three hours duration will be conducted by the Controller of Examinations between November and December during the Odd semesters and between April and May during Even semesters.

For Theory-cum-Practical courses, end semester examination will be conducted only as a theory examination. All practical examinations will be conducted and evaluated at the Department itself on behalf of the Controller of Examinations.

10.2.2 The End semester Examinations (Theory, Theory-cum-Practical & Practical) will be conducted for a Maximum of 100 Marks.

10.3 For all practical courses, students shall obtain the bonafide certificate for the completion of the record from the Faculty in-charge and the Head of the Department before the day of the practical examinations. Students who have not obtained the bonafide certificate shall not be permitted to appear for the practical examination.

10.4 For the project works, students should obtain bonafide certificate for the project work from the project guide and Head of the Department, at the end of the semester. Students who have not obtained the bonafide certificate are not permitted to appear for the project Viva Voce examination. Students who are not able to complete the project work at the end of the semester can apply for extension to the Head of the Department, with the recommendation from the project guide for a period of maximum two months. For those students who extend the project work for two months, Viva Voce will be carried out and results will be declared separately. If the project report is not submitted even beyond the extended time, then students are not eligible to appear for Project Viva Voce Examination.

10.5 The final examination for project work will be evaluated based on the final report submitted by the project group (of not exceeding four students) and the viva voce by an external examiner. The project report shall carry 20 Marks while viva voce examination will carry 30 Marks. Further, the performance of each student of the project group would be evaluated in a viva voce examination conducted by a committee consisting of an external examiner and the Department project coordinator as internal examiner.

10.6 If a student indulges in malpractice in any of the End semester Examination / Internal Examination, he / she will be liable for punitive action as prescribed by the Institution from time to time.

- 10.7** During the continuous assessment and end semester examinations, students should wear the Identity Card issued by the College.

11. PROCEDURE FOR AWARDING MARKS FOR CONTINUOUS ASSESSMENT

11.1 Theory Courses

The award of marks for continuous assessment is based on

- Best two out of a total of three written tests and a mini project.
or
- Best two out of a total of three written tests and Quizzes/ Assignments/ Tutorials/ Seminar/ Online test.
- The apportioning of marks will be as follows:
 - (i) 15 marks for each test
 - (ii) 10 marks for the mini project or Quizzes/ Assignments/ Tutorials/ Seminar / Online test
- Three tests will be conducted as per schedule given in the academic calendar. Each test carries a maximum of 50 Marks. Among the three tests, the best two test marks will be taken
- Duration of the each test will be 90 minutes.

11.2 Practical Courses

The continuous assessment mark will be awarded as follows:

Description	Marks
Average mark awarded for Design and conduct of experiments (6 Marks), observation / coding / implementation (6 Marks), Results (6 Marks), Viva-Voce (6 Marks) and Record (6 Marks) in regular class works	30
Model Practical Examinations (as per schedule)	20
Total Marks	50

11.3 Theory-cum-Practical Courses

There will be totally four tests; the first three tests (Maximum 50 marks for each test) consist of theory component and the fourth test (Maximum 50 Marks) consists of practical component, which is compulsory. Among the first three tests, the best two test marks will be reduced to 15 Marks and the practical test marks will be reduced to 15 Marks. Average marks awarded for conduct of experiments,

observation & results, viva voce and Record work during continuous assessment will be reduced to 10 marks. The sum of these 40 marks would be rounded to the next integer.

11.4 Project Work

The Head of the Department will constitute a review committee of three faculty members for each specialisation. Three reviews will be conducted during the semester by the review committee. The student will make a presentation before the review committee on the progress of the Project. The total marks obtained in the three reviews **shall be reduced to 50 marks and shall be rounded to the next integer.**

11.4.1 The Project report will carry a maximum of 20 marks. The project report shall be submitted as per the approved guidelines of the Institute from time to time. Same mark shall be awarded to every student within a project group for the project report. The viva-voce examination shall carry 30 marks. Marks are awarded to each student of the project group based on their individual performance in the viva-voce examination.

Review I		Review II		Review III		End Semester Examinations				
						Project Report (20)		Viva-Voce (30)		
Committee	Guide	Committee	Guide	Committee	Guide	Internal	External	Internal	External	Guide
5	5	10	10	10	10	10	10	10	15	5

11.4.2 A student may, however in certain cases, be permitted to work on the project in an Industry / Research organisation on the recommendation of the Head of the Department, with the approval of the Head of the Institution. In such cases, the project work shall be jointly supervised by a faculty member (Guide) of the department and an Engineer/Scientist from the organisation and the student shall be instructed to report the progress periodically and to attend the project reviews for evaluating the progress. These students will produce a certificate of attendance from the Industry/Research organisation where the project was carried out.

11.4.3 If the project report is not submitted on or before the specified deadline, an extension of time up to a maximum of two months will be given to the students for the submission of project work with due approval obtained from the Head of the Department.

11.5 Attendance and Assessment Record

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' for every semester which consists of attendance marked in each theory / laboratory / EEC class, the assessment marks and the record of class work (topics covered), separately for each course handled by the teacher. This should be submitted to the Head of the Department periodically (atleast three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The Head of the Department will affix his/her signature and date after due verification. At the end of the semester, the Head of the Institution will affix his/her signature. The course instructor should keep this document in safe custody (for five years). The records of attendance and assessment of both current and previous semesters should be available for inspection.

12. ELIGIBILITY FOR PASS IN EACH COURSE

12.1 A student who secures not less than 50% of the total marks (both continuous assessment and end semester examination marks put together) prescribed for the courses with a minimum of 50% marks in the end semester examination for theory courses, theory-cum-practical courses, practical courses (except for the practical courses which are evaluated based on Continuous assessment only) and project work shall be declared to have passed the examination.

12.2 If a student fails to secure a pass in a particular course, it is mandatory that he/she shall reappear for the examination in that course during the subsequent semester when examination is conducted in that course. Further, the student should continue to register and reappear for the examination till a pass is secured in such arrear course.

The internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for two subsequent reappearance registrations. However, in the third attempt if a student fails to obtain pass marks (Continuous Assessment Test + End Semester Examination) as per clause 12.1, then the passing requirement shall be as follows for subsequent attempts:

The student should secure 50% marks and above, in the End Semester Examinations alone. The Grade will be calculated based only on the marks obtained in the End Semester Examinations.

(Applicable for the students who have been admitted from the Academic year 2018-2019 onwards)

12.3 If the course, in which the student has failed, is a professional elective or an open elective, the student may be permitted to register for the same course, and attend

the End Semester Examination or register for any other professional elective or open elective course in the subsequent semesters, attend the classes and fulfil the attendance requirements as per Clause 7.

- 12.4** A student who secures not less than 50% of the total marks in the courses which are evaluated using Continuous Assessment only (vide 10.1) shall be declared to have passed the examination. If a student fails to secure a passing grade, he/she shall register and repeat the course when it is offered next. He/she should continue to register and repeat the course till he/she secures a passing grade.

12.5 Award of Grades

Range of Total Marks (TM) (Continuous assessment + End Examinations)	Letter Grade	Grade Point
$91 \leq TM \leq 100$	O	10
$81 \leq TM \leq 90$	A+	9
$71 \leq TM \leq 80$	A	8
$61 \leq TM \leq 70$	B+	7
$50 \leq TM \leq 60$	B	6
$0 \leq TM < 50$	RA	0
Shortage of Attendance	SA	-
Withdrawal from End Examination	W	-
Absent	AB	0
Audit Course	AU	-

RA- Re Appear

The Grade Point Average (GPA) is computed as follows:

$$\text{GPA} = \frac{\left[\sum (\text{Course Credits}) \times \text{Grade point} \right] \text{ for all courses registered in that semester}}{\left[\sum \text{Course Credits} \right] \text{ for all courses registered in that semester}}$$

The CGPA is computed as follows:

$$\text{CGPA} = \frac{\left[\sum (\text{Course Credits}) \times \text{Grade point} \right] \text{ for all courses registered from first semester onwards}}{\left[\sum \text{Course Credits} \right] \text{ for all courses registered from first semester onwards}}$$

Whenever a student reappears for a course in which he/she has been awarded 'RA' or 'AB' grade, the CGPA computation shall be done based only on completed credits and shall not include unsuccessful attempts.

12.6 Revaluation of End Semester Examinations

Photocopy of the answer scripts of end-semester theory examinations can be obtained from the Office of the Controller of the Examinations on payment of a prescribed fee. Those students can apply for revaluation on payment of applicable charges.

Revaluation is not permitted for practical courses, mini-project, seminar, comprehension and project work.

13. PROVISION OF A SCRIBE

The Institution will provide for a scribe to students who are in genuine need as per the guidelines issued by the Government of Tamil Nadu.

14. ISSUE OF GRADE SHEET

The Grade sheets will be issued, through the Department, every semester after the publication of results and a consolidated grade sheet will be issued after the successful completion of all courses and becoming eligible for the award of degree.

15. ELIGIBILITY FOR THE AWARD OF DEGREE

A student shall be declared to be eligible for the award of the degree if he/she has satisfied the following:

- A student seeking B.E./B.Tech. Degree shall be required to undergo the prescribed courses of study and evaluation in the college for the specified duration and to pass all the examinations prescribed therefore.
- He/she should register for all the courses prescribed in the curriculum of the respective degree programme and earn the minimum number of credits specified in the curriculum of the chosen programme of study.
- The maximum time limit for the completion of the B.E./B.Tech. Degree programmes will be Seven years from the date of admission to the first semester of the programme and Six years for the lateral entry students from the date of admission to the third semester of the programme.
- No disciplinary action pending against the student.

16. CLASSIFICATION OF THE DEGREE AWARDED

16.1 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 18) 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 the end semester examination due to lack of attendance in any semester.

16.2 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 six 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 six years (five years in the case of lateral entry) for award of First class.
- Should have secured a CGPA of not less than 7.00

16.3 Second Class

All other students (not covered in clauses 16.1 and 16.2) who qualify for the award of the degree (vide Clause 15) shall be declared to have passed the examination in Second Class.

- 16.4** A student who is absent in the 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. (Subject to clause 17 and 18)

17. PROVISION FOR AUTHORISED BREAK OF STUDY

- 17.1** A student is not normally permitted to break the study temporarily. However, if a student intends to temporarily discontinue the programme (**not more than a year as a single spell**) in the middle for valid reasons (such as accident or hospitalisation due to prolonged ill health) and to rejoin the programme, he/she shall apply in advance to the Head of the Institution, through the Head of the Department stating the reasons, in any case, not later than last working day, provided he/she fulfils the requirement in clause 7.
- 17.2** The student who is permitted to rejoin the programme after the break shall be governed by the curricula and regulations in force at the time of rejoining.
- 17.3** The authorised break of study will not be counted for the purpose of classification of award of degree (vide clause 16)
- 17.4** The total period for completion of the programme reckoned from the commencement of the first semester (third semester of LES) to which the student was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the Degree (vide clause 15)
- 17.5** If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' and the clause 17.3 is not applicable for this case.
- 17.6** If the student has not reported back to the department, after the break of study, his/her name shall be deleted permanently from the college enrolment. Such students are not entitled to seek readmission under any circumstances.

18. PROVISION FOR WITHDRAWAL FROM THE END SEMESTER EXAMINATIONS

- 18.1** A student may be permitted to withdraw from appearing for the end semester examination in any course or courses for valid reasons (medically unfit / unexpected family situations / sports approved by the Physical Director and HOD). This privilege can be availed **ONLY ONCE** during the entire programme. Valid documents, for medically unfit / unexpected family situations, shall be submitted by the student within seven days before the commencement of the examination in that course or courses and also recommended by the Head of the Department and approved by the Head of the Institution with intimation to Controller of Examinations.

- 18.2** Notwithstanding the requirement of mandatory seven days notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 18.3** Those students who withdraw from any course or courses during the programme are eligible for the award of first class and first class with distinction as per the requirement in this regard. However, he/she is not eligible for the award of ranking.
- 18.4** Withdrawal is not permitted to the student who has not satisfied the conditions prescribed in clause 7 as requirements for appearing in the end semester examination.
- 18.5** Withdrawal is permitted for the end semester examinations in the final semester, only if the period of study, the student concerned, does not exceed 5 years as per clause 16.1.
- 18.6** The final approval for withdrawal will depend on the merit of the case and will be decided by the Head of the Institution.

19. DISCIPLINE

- 19.1** Every student is required to observe discipline and decorous behaviour both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the institution.
- 19.2** In the event of an act of indiscipline being reported, the Head of the Institution shall constitute a disciplinary committee to enquire into act of indiscipline.
- 19.3** If a student indulges in malpractice in any of the end semester examination / continuous assessment test, he/she shall be liable for punitive action as prescribed by the institution from time to time.
- 19.4** Ragging is not at all allowed. Punitive actions will be taken against the students who involve in ragging as per the government norms.

20. REVISION OF REGULATIONS AND CURRICULUM

The Standing committee / 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.

21. SPECIAL CASES

In the event of any clarifications in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The Standing Committee will offer suitable interpretations / clarifications / amendments required for special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council is final.

The Head of the Institution is authorised to make exceptions in the above regulations based on the merit of the case. All such exceptions will have to be ratified at the next meeting of the Academic Council.
