

**Sri Sivasubramaniya Nadar College of Engineering, Kalavakkam – 603110**

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

**REGULATIONS 2021**

**CHOICE BASED CREDIT SYSTEM (CBCS)**

**[Common to all B.E. / B.Tech Degree Programs]**

**[(8 - Semester / 6 - Semester LES) Full-Time Programs]**

**(With Effect from the Academic year 2021 – 2022)**

**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 program designed to achieve the defined attributes. It is referred to as Under Graduate (UG) Degree that is B.E. / B.Tech Degree.
- (ii) “Program” 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 program like Mechanical Engineering, Information Technology, etc.
- (iv) “Course” means a theory/practical/theory cum practical subject studied in a semester, like Mathematics, Design Thinking and Workshop Practices Lab, Engineering Fundamentals and Practices 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 program 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 program 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 program. However, such students shall enroll for additional engineering subjects in the third and fourth semesters as prescribed by the academic council of the Institution.

## **3. PROGRAMS OF STUDY**

The Institution offers the following undergraduate programs:

### **B.E. Degree Programs:**

- 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 PROGRAMS

### 4.1 Categorization of Courses

Every B.E. / B.Tech. program shall have a curriculum with syllabi comprising of Theory, Theory-cum-Practical and Practical courses with well-defined Program Outcomes (PO) and Program 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 / Management (**HS**) courses which include Technical English, Humanities I, Universal Human values II and Management I.
- (ii) Basic Sciences (**BS**) courses which include Mathematics, Physics, Chemistry, etc.
- (iii) Engineering Sciences (**ES**) courses which include Engineering Graphics, Basic Electrical and Electronics Engineering etc.
- (iv) Professional Core (**PC**) courses which include the core courses relevant to the chosen branch / specialization.
- (v) Professional Elective (**PE**) courses which include the elective courses relevant to the chosen branch/specialization.
- (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 programs.
- (vii) Online Courses (**OLC**) which are offered under NPTEL / SWAYAM only.
- (viii) Employability Enhancement Courses (**EEC**) which include project work, and / or Internship, seminar, professional practices, case study, value-added courses, audit courses, industrial / practical training, creative and innovative research projects etc.
- (ix) Mandatory Courses (**MC**) which include Environmental science and Indian Constitution.
- (x) Honours Degree Courses (HC) in certain specializations.

### 4.2 Personality and Character Development

Every student shall enroll on admission, in any one of the personality and character development programs (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 training in first aid. The student has to necessarily complete the training for successful completion of the course. After completing this program, 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. However, for lateral entry students and transfer students, the duration of the above training is limited to 40 hours only. While the training activities shall normally be held during the weekends, the camp shall be arranged during the vacation period.

#### 4.3 Induction Program:

The students are expected to undergo a mandatory two-week induction program comprising of physical activity, creative arts, proficiency modules, lectures by eminent people, visits to local areas and familiarization to department/branch & innovations, immediately after admission.

#### 4.4 Honours Degree \*:

\* Subject to Approval from Anna University

If a candidate earns 18 additional credits in an emerging area, then he/she can be awarded with Honours degree mentioning that emerging area as his/her specialization. A candidate can choose and study these specified courses from fourth semester onwards and he/she shall successfully complete the courses within the stipulated time vide clause 5. A candidate shall have not less than 8.5 CGPA and no history of arrears to opt for the honours degree and has to maintain the same status of no arrears and 8.5 CGPA at the end of the entire program. Total number of credits earned in each semester may vary from candidate to candidate based on the courses chosen. The registration, assessment, evaluation pattern and classification of grades of these courses shall be the same as that of the courses in the regular curriculum of the program.

A candidate can earn Honours degree in only one specialization during the entire duration of the program. The courses specified under Honours degree in the emerging area may include theory, theory cum practical, practical, project work, etc. under the specialization. Various specializations recommended for various branches are given below:

Sl. No.	Specializations for Honours degree in emerging areas	Branch of Engineering
1	Precision Health Technology	Biomedical Engineering

2	Green Technology and Sustainability Engineering	Chemical Engineering
3	Strategic Civil Infrastructure	Civil Engineering
4	Artificial Intelligence and Machine Learning	Computer Science and Engineering
5	Artificial Intelligence and Machine Learning for Electrical systems	Electrical and Electronics Engineering
6	Internet of Things	Electronics and Communication Engineering
7	Artificial Intelligence and Machine Learning	Information technology
8	Robotics	Mechanical Engineering

#### 4.5 Definition of Credit

Contact Period per week	Credit
1 Lecture (L) Period	1
1 Tutorial (T) Period	1
2 Practical Periods (also for EEC courses like Seminar / Project work / Case study etc.)	1
3 Experiential learning (EL*) periods spent by student	1

\*

#### 4.6 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).

#### 4.7 Online Courses (OLC)

Students will be permitted to do online courses up-to a maximum of six credits (which are provided with certificate after evaluation of the performance) during the entire program, 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 based on subject chosen with the approval by the Head of the Department. The waiver benefit is applicable only for final semester elective subjects. Students can register for online courses only during 3<sup>rd</sup> to 7<sup>th</sup> semesters.

#### **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 specialized 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 3<sup>rd</sup> to 8<sup>th</sup> 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 Heads of both 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 program.
- The credits 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 (AC)**

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 3<sup>rd</sup> to 7<sup>th</sup> semester.

#### 4.10 Mandatory Courses

The courses can be done through online or self-learning mode. No credits shall be given for such courses and shall be evaluated through continuous assessment tests only vide clause 10.1 for a maximum of 100 marks. Since these courses have no grade points assigned, these courses will not be counted for the purpose of GPA and CGPA calculations. Lateral entry students shall complete an additional non-credit mandatory course on English Communication, designed to enhance communication skills.

#### 4.11 Industrial Training/Internship

The students shall undergo Industrial training/ Internship in any Industry/Research center/ Institute / Organization for the period prescribed in the curriculum during the summer / winter vacation. In this case, the training need to be undergone continuously for the entire period. At the end of the Industrial training / Internship, the student shall submit a certificate from the organization where the student has undergone training and a brief report about the training. The evaluation will be made as per table based on the report, presentation and a Viva-Voce Examination conducted internally by a three-member Departmental Committee consisting of one coordinator and two members constituted by the Head of the Department.

<b>Industrial training/Internship evaluation</b>		
<b>Report</b>	<b>Presentation</b>	<b>Viva voce</b>
40	30	30

#### 4.12 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.

**4.13 Project work:**

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

- The student should not have standing arrears and shall have a CGPA of 7.50 and above up to 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 faculty concerned handling the courses, shall forward the proposal to the Head of the Institution for approval, at least 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.
- Students shall register for the Project work only during the semester in which the project work is offered.

**4.14 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 programs 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 program 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 program 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 program 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 all subsequent reappearance registrations. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination), 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. 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 program, 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 reappearances 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 timetable
- 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 Program coordinator. One of the above Faculty nominated by the Head of the Department shall coordinate the activities of this committee. The committee shall meet to assess the attainment of Course Outcomes and Program 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 Assessment and End Semester Examination:**

For Theory courses the continuous assessment will carry 40 marks and end Semester examination will carry 60 marks.

For Practical courses the continuous assessment will carry 60 marks and end semester examination will carry 40 marks.

For Theory cum Practical courses and Project work the continuous assessment will carry 50 marks and end Semester examination will carry 50 marks.

(or)

**(ii) Continuous Assessment only:**

Mandatory courses are evaluated for 100 marks based on the continuous assessment only. For courses like Comprehension, Seminar the continuous assessment will carry 100 marks and 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 are not 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.
- 10.8** Based on need, if situation does not permit conducting offline assessments, both internal and end semester exams shall be conducted through online mode with proctoring, as per Anna University approved norms.

## 11. PROCEDURE FOR AWARDING MARKS FOR CONTINUOUS ASSESSMENT

### 11.1 Theory Courses

Two assessments each carrying 100 marks shall be conducted during the semester by the Department / College concerned. The total marks obtained in all assessments put together out of 200, shall be proportionately reduced for 40 marks and rounded to the nearest integer (This also implies equal weightage to the two assessments).

Assessment I (100 Marks)		Assessment II (100 Marks)		Total Internal Assessment
Individual Assignment / Case Study / Seminar / Mini Project	Written Test	Individual Assignment / Case Study / Seminar / Mini Project	Written Test	
40	60	40	60	200*

\*The weighted average shall be converted into 40 marks for internal Assessment.

Two internal assessments will be conducted as part of continuous assessment. Each internal assessment is to be conducted for 100 marks and will have to be distributed in two parts viz., Individual Assignment/Case study/Seminar/Mini project and Test with each having a weightage of 40% and 60% respectively. The tests shall be in written mode. The total internal assessment marks of 200 shall be converted into a maximum of 40 marks and rounded to the nearest integer. Two tests will be conducted as per schedule given in the academic calendar. Each test carries a maximum of 50 Marks. Duration of each test will be 90 minutes. A compensatory third test will be conducted for the students who got prior permission from the Head of the department, for absenting /not writing any of the first or second tests.

### 11.2 Practical Courses

The maximum marks for Internal Assessment shall be 60 marks in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of exercise / experiment and records to be maintained. There shall be at least one test. The criteria for arriving at the Internal Assessment marks of 60 is as follows: 75 marks shall be awarded for successful completion of all the prescribed experiments done in the Laboratory and 25 marks for the test. The total mark shall be converted into a maximum of 60 marks and rounded to the nearest integer.

<b>Internal Assessment</b> <b>(100 Marks) *</b>	
Evaluation of Laboratory Observation, Record	Test
75	25

\* Internal assessment marks shall be converted into 60 marks

### 11.3 Theory-cum-Practical Courses

If there is a theory course with laboratory component, there shall be two assessments: the first assessment (maximum mark is 100) will be similar to assessment of theory course and the second assessment (maximum mark is 100) will be similar to assessment of practical course respectively. The weightage of first assessment shall be 40 % and the second assessment be 60 %. The weighted average of these two assessments shall be converted into 50 marks and rounded to the nearest integer.

<b>Assessment I (40% weightage)</b> <b>(Theory Component)</b>		<b>Assessment II (60% weightage)</b> <b>(Laboratory Component)</b>		<b>Total Internal Assessment</b>
Individual Assignment / Case Study / Seminar / Mini Project	Written Test	Evaluation of Laboratory Observation, Record	Test	
40	60	75	25	200*

\*The weighted average shall be converted into 50 marks for internal Assessment.

A compensatory test will be conducted for the students who got prior permission from the Head of the department for absenting /not writing the theory test.

### 11.4 Project Work

The Head of the Department will constitute a review committee of three faculty members for each specialization. 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 organization 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 organization 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 organization 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 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 courses, theory cum practical courses and practical courses (including project work).
- 12.2 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), 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.
- 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 Supplementary examinations**

If a student fails to secure a pass in theory course(s) of VIII semester examination, he/she is eligible to appear for a one-time Supplementary Examination which shall be conducted at the end of VIII semester, for the subjects of VIII semester alone within 30 days from the date of declaration of the results.

### **12.6 Award of Grades**

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:

Letter Grade	Grade Point
O (Outstanding)	10
A + (Excellent)	9
A (Very Good)	8
B + (Good)	7
B (Average)	6
C (Satisfactory)	5
RA (Re-appearance)	0
SA (Shortage of Attendance)	0
W (Withdrawal)	0

However, if the students' strength is less than 30 then the fixed grading shall be followed with the grade range as specified below.

O	A+	A	B+	B	C	RA
91 - 100	81 - 90	71 - 80	61 - 70	56 - 60	50 - 55	< 50

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.

## 12.7 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 program and earn the minimum number of credits specified in the curriculum of the chosen program of study.
- The maximum time limit for the completion of the B.E./B.Tech. Degree programs will be Seven years from the date of admission to the first semester of the program and Six years for the lateral entry students from the date of admission to the third semester of the program.
- 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 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 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.

**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 Distinction with Honours Degree \***

\* Subject to approval from Anna University

A candidate who qualifies for the award of the degree and who satisfies the following conditions shall be declared to have earned the BE/BTech degree with Honors (vide clause 4.4):

- Should have completed the prescribed additional courses /credits for the given specialization, in first appearance.
- Should have passed the examination in all the courses of all eight semesters (six semesters for lateral entry candidates) in the First Appearance within eight consecutive semesters (six consecutive semesters for lateral entry candidates) excluding the authorized break of study (vide clause 17) after the commencement of his / her study.
- Withdrawal from examination (vide clause 18) shall not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50

**16.5** 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 program (**not more than a year as a single spell**) in the middle for valid reasons (such as accident or hospitalization due to prolonged ill health) and to rejoin the program, 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 re-join the program after the break shall be governed by the curricula and regulations in force at the time of re-joining.
- 17.3** The authorized 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 program 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 authorized 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.

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