

K.S.RANGASAMY COLLEGE OF TECHNOLOGY TIRUCHENGODE - 637 215

(An Autonomous Institution affiliated to Anna University Chennai and approved by AICTE New Delhi)



**B.E. / B.Tech. / M.E. / M.Tech.
REGULATIONS 2014 (Updated)
(From the academic year 2014-15 onwards)**

K.S.RANGASAMY COLLEGE OF TECHNOLOGY, TIRUCHENGODE - 637 215

(An Autonomous Institution, Affiliated to Anna University Chennai and approved by AICTE New Delhi)

B.E. / B.Tech. / M.E. / M.Tech. REGULATIONS 2014**CHOICE BASED CREDIT SYSTEM (CBCS)**

These regulations are applicable to the candidates admitted to B.E. / B.Tech. and M.E. / M.Tech. Programmes from the academic year 2014-15 onwards.

Degree of Bachelor of Engineering / Technology (Eight Semesters)**&****Degree of Master of Engineering / Technology (Four Semesters)****1. PRELIMINARY DEFINITIONS AND NOMENCLATURE**

In these Regulations, unless the context otherwise requires:

- 1.1 Programme means Degree Programme that is B.E. / B.Tech. / M.E. / M.Tech. Degree Programme.
- 1.2 Branch means specialization or discipline of B.E. / B.Tech. / M.E. / M.Tech. Degree Programme, like Civil Engineering and Information Technology.
- 1.3 Course means a theory or practical subject that is studied in a semester, like Engineering Mathematics, Engineering Physics, Advanced Digital System Design and Engineering Graphics Laboratory.
- 1.4 University means the Affiliating University, Anna University Chennai.
- 1.5 Head of the Institution means the Principal of the College.
- 1.6 College means K.S.Rangasamy College of Technology, Tiruchengode, an Autonomous Institution affiliated to Anna University Chennai and approved by AICTE New Delhi.

2. PROGRAMMES OFFERED**B.E./B.Tech. (4 Years)**

Sl. No.	Programme Code	Degree	Branch of Study
1	ME	B.E.	Mechanical Engineering
2	EE	B.E.	Electrical and Electronics Engineering
3	EC	B.E.	Electronics and Communication Engineering
4	CS	B.E.	Computer Science and Engineering
5	MC	B.E.	Mechatronics Engineering
6	CE	B.E.	Civil Engineering
7	EI	B.E.	Electronics and Instrumentation Engineering
8	IT	B.Tech.	Information Technology
9	TT	B.Tech.	Textile Technology
10	BT	B.Tech.	Biotechnology
11	NT	B.Tech.	Nano Science & Technology
12	FT	B.Tech.	Food Technology

M.E./M.Tech. (2 Years)

Sl. No.	Programme Code	Degree	Branch of Study
1	PCS	M.E.	Computer Science and Engineering
2	PVL	M.E.	VLSI Design
3	PED	M.E.	Engineering Design
4	PIS	M.E.	Industrial Safety Engineering
5	PSE	M.E.	Structural Engineering
6	PPS	M.E.	Power Systems Engineering
7	PNT	M.Tech.	Nanoscience and Technology
8	PBT	M.Tech.	Biotechnology

3. DURATION OF THE PROGRAMME**B.E./B.Tech.**

The programme will lead to the Degree of Bachelor of Engineering (B.E.) / Bachelor of Technology (B.Tech.) of the Anna University Chennai and spread over a period of four years. The four academic years will be divided into eight semesters with two semesters per year.

A HSC student is ordinarily expected to complete the B.E. / B.Tech. Programme in 8 semesters (four academic years) but in any case not more than 14 consecutive semesters (7 years). A Lateral Entry Diploma holder / B.Sc. graduate is ordinarily expected to complete the B.E. / B.Tech. Programme in 6 semesters (three academic years) but in any case not more than 12 consecutive semesters (6 years).

Each semester shall normally consist of 90 working days or 450 hours. The Principal shall ensure that every teacher imparts instruction as per the number of hours specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.

M.E./M.Tech.

The programme will lead to the Degree of Master of Engineering (M.E.) / Master of Technology (M. Tech.) of the Anna University Chennai and spread over a period of two years. The two academic years will be divided into four semesters with two semesters per year.

A student is ordinarily expected to complete the M.E. / M.Tech. Programme in 4 semesters (two academic years) but in any case not more than 8 consecutive semesters (4 years) in case of full time programme and 12 semesters (6 years) in case of part time programme, these periods being reckoned from the commencement of the semester to which the candidate was first admitted. Each semester shall normally consist of 90 working days or 450 hours. The Principal shall ensure that every teacher imparts instruction as per the number of hours specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught.

4. ADMISSION CRITERIA

B.E./B.Tech.

Candidates for admission to the B.E./ B.Tech. degree programme will be required to satisfy the conditions of admission thereto prescribed by the Anna University Chennai and Government of Tamil Nadu.

- 4.1 Candidates seeking admission to the first semester of the eight semester B.E./ B.Tech. Degree Programme. Should have passed the Higher Secondary Examination of (10+2) Curriculum (Academic Stream) prescribed by the Government of Tamil Nadu with Mathematics, Physics and Chemistry as three of the four subjects of study under Part-III or any examination of any other University or authority accepted by the Syndicate of Anna University Chennai as equivalent thereto.

OR

Should have passed the Higher Secondary Examination of Vocational stream (Vocational groups in Engineering / Technology) as prescribed by the Government of Tamil Nadu.

OR

Should possess the Diploma in Engineering / Technology awarded by the Tamilnadu Department of Technical Education, or any other authority accepted by the Syndicate of the University as equivalent thereto.

- 4.2 The candidates who possess the Diploma in Engineering / Technology awarded by the Tamilnadu Department of Technical Education / B.Sc. are eligible for admission to the third semester of the B.E. / B.Tech. Degree Programmes through lateral entry system.
- 4.3 Notwithstanding the qualifying examination the candidate might have passed, the candidate shall also appear for Tamil Nadu Engineering Admissions counselling conducted by Anna University Chennai.
- 4.4 The candidates seeking admissions under management quota are admitted based on the rank given by the Consortium of Self-Financing Professional, Arts and Science colleges in Tamil Nadu,
- 4.5 The eligibility criteria regarding marks, shall be as prescribed by the state government/ Syndicate of the University from time to time.

M.E./M.Tech.

- 4.6 Candidates for admission to the M.E. / M.Tech. degree programme will be required to satisfy the conditions of admission thereto prescribed by the Anna University Chennai and Government of Tamil Nadu. Detailed admission criterion is given below.

Sl. No.	Programme	Eligibility Norms
1.	M.E. Engg. Design	B.E./B.Tech. (Mechanical / Automobile / Production / Manufacturing / Industrial Engg./ Mechatronics / Marine Engg.)
2.	M.E. Industrial Safety Engg.	B.E./B.Tech. (All Branches)
3.	M.E. VLSI Design	B.E./B.Tech. (ECE/EEE/E&I/I&C/IT/CSE)
4.	M.E. Power Systems Engineering	B.E. (EEE, E&I and I&C)
5.	M.E. Computer Science and Engg.	B.E./B.Tech. (EEE / ECE / Electronics / IT / CSE / I&C / E&I / or MCA* or M.Sc.- 5 Years Integrated (IT / CSE / Software Engg.) *(10+2+3+3 Years Pattern)
6.	M.Tech. Nano Science and Technology	B.E/B.Tech. (Mech. / ECE / Ceramic Engg. / Bio-Technology / Industrial Bio-Technology / Chemical / Bio-Medical / Agricultural Bio-Technology) (or) B.Pharm. (or) M.Sc.(Physics / Material Science / Chemistry / Applied Chemistry / Bio-Chemistry / Bio-Technology) with Mathematics as one of the subject at B.Sc. level.
7.	M.E. Structural Engineering	B.E./B.Tech. Civil Engg.
8.	M.Tech. Biotechnology	B.E./B.Tech. Chemical, Leather, Genetic, Bio-Chemical, Industrial Bio-Technology, Petroleum Engg. / Tech., Bio-Technology, Petrochemicals, Agricultural Bio-Technology, Petroleum Refining & Petro Chemicals, Chemical and Electrochemical. M.Sc. Bio-Chemistry, Micro-Biology, Bio-Physics, Bio Technology, Genetics. B.Pharm.

5. STRUCTURE OF THE PROGRAMME

B.E./B.Tech.

5.1 Every Programme shall have a curriculum comprising of both theory and practical courses with well defined syllabi. The courses shall cover

- Humanities and Social Sciences including languages, Management and Environmental Science courses
- Basic Science and Engineering Courses
- Core Engineering Courses relevant to the branch.
- Elective Courses
- Soft Skill Development Courses

There shall be a certain minimum number of core courses and sufficient number of elective courses that can be opted by the student. The blend of different courses shall be so designed that the student, at the end of the programme, would have been trained not only in his / her relevant professional field but also would have developed as a socially conscious human being. Further, every student shall be made to involve

in any one of the personality development programmes such as NCC, NSS, YRC, Yoga, Sports & Games.

- 5.2 The curriculum of each semester shall normally be a blend of Theory courses not exceeding 7 and practical courses not exceeding 4. However, the total number of courses per semester shall not exceed 10 excluding Seminars and Personality Development Courses.
- 5.3 He/She has to carry out one Project Work as a part of study in the final year.
- 5.3.1 Normally the project work shall be carried out for 4 months and after that around 2 months shall be taken for the preparation and submission of project report.
- 5.3.2 The preliminary work for the project work shall be carried out during the 7th semester (considered as Project Work – Phase I) and then in 8th semester, the continuation of project work (considered as Project Work – Phase II) can be taken. The project report must be submitted before the last working day as specified by the college.
- 5.3.3 There shall be three reviews for the project work during 7th and 8th semester.
- 5.3.4 The Project Work - Phase I in 7th semester will be evaluated through continuous assessment. There will be no end semester examination at the end of Phase I. The Project Work - Phase II in 8th semester will be a continuation work of the Project Work - Phase I. The Phase II will be evaluated by continuous evaluation and end semester examination.
- 5.3.5 If a candidate fails to submit the project report on or before the specified deadline, he / she is deemed to have failed in the project work and shall reregister for the same in a subsequent semester.
- 5.3.6 A copy of the approved project report shall be kept in the library of the college and in the respective department.
- 5.4 The medium of instruction, examinations and project report shall be English.

M.E./M.Tech.

- 5.5 Every Programme will have a curriculum and syllabi consisting of Theory Courses, elective courses, seminar, practical, Industrial training / Mini-project, Project work phase I and Project work phase II as prescribed by the respective Board of studies from time to time.
- 5.6 The electives from the curriculum are to be chosen with the approval of the Head of the Department.
- 5.7 Industrial Training if specified in the curriculum shall not be less than 4 weeks duration and should be organized by the Head of the Department / Institution.

- 5.8 He / She has to carry out one Project Work as a part of study in the final year.
- 5.8.1 Normally the Project Work shall be carried out for 4 months and after that around 2 months shall be taken for the preparation and submission of project report.
- 5.8.2 The Project Work - Phase I in 3rd semester will be evaluated through continuous assessment. There will be no end semester examination at the end of Phase I.
- 5.8.3 The Project Work - Phase II in 4th semester will be a continuation work of the Project Work - Phase I. The Phase II will be evaluated by continuous evaluation and end semester examination.
- 5.8.4 The deadline for the submission of the final Phase II project report is the last working day of the semester.
- 5.8.5 If a candidate fails to submit the project report on or before the specified deadline, he / she is deemed to have failed in the project work and shall reregister for the same in a subsequent semester.
- 5.8.6 Every candidate doing M.E./ M.Tech shall based on his/her project work send a paper for publication in a journal or a conference in which full papers are published after usual review. An acknowledgement for having communicated to the journal or conference shall be attached to the report of the project work.
- 5.8.7 A copy of the approved project report shall be kept in the library of the college and in the respective department.
- 5.9 The medium of instruction, examinations, seminar and project report shall be English.

6 REQUIREMENTS OF ATTENDANCE AND PROGRESS

- 6.1 A candidate will be deemed to have completed the requirements of study of any semester and qualify to write the end semester examinations only if
- (a) he /she has earned not less than 75% of attendance on an average in all the courses in that semester put together. However, a candidate who has secured attendance between 65% and 74% in the current semester due to medical reasons (hospitalization / accident/ specific illness) or due to participation in College / University/ State/ National/ International level sports events with prior permission from the Principal shall be given exemption from the prescribed attendance requirements and he/she shall be permitted to appear for the current end semester examinations.
 - (b) his/her progress has been satisfactory and
 - (c) his/her character and conduct have been satisfactory.

6.2 Candidates who do not qualify to appear for end semester examinations of any semester for want of attendance and/or progress and/or character and conduct have to register for and repeat that semester programme at the next available opportunity subject to the approval of Tamil Nadu Department of Technical Education and Anna University Chennai.

6.3 The re-admitted candidates have to follow the curriculum and syllabus as existing at the time of re-admission. The courses that are not undergone as per the new curriculum, he/she has to study on their own and appear for the examination as specified by the college.

7 PROCEDURE FOR COMPLETING THE COURSE

7.1 For purposes of these regulations, the academic year will be normally spanning the period from June to May. Each academic year will be divided into two semesters, the odd semester normally spanning the period from June to November and the even semester the period from December to May.

7.2 The course work of the odd semesters will ordinarily be conducted only in odd semesters and that of the even semesters only in even semesters.

7.3 A candidate will be permitted to proceed to the courses of study of any semester only, if he/she has satisfied the requirements of attendance, progress, and character and conduct in respect of the preceding semester and had registered for the highest semester examination for which he / she was eligible to register.

7.4 A candidate who is required to repeat the study of any semester for want of attendance/ progress/conduct or who desires to rejoin the course after a period of discontinuance or who upon his/her own request is permitted by the authorities to repeat the study of any semester, may join the semester which he/she is eligible or permitted to rejoin, only at the time of its normal commencement for a regular batch of candidates and after obtaining the approval from the Tamilnadu Department of Technical Education and Anna University Chennai. No candidate will however be enrolled in more than one semester at any time. In the case of repeaters, the earlier continuous assessment marks will be disregarded.

7.5 A candidate who fails to submit the report on the final semester project (or whose report is not accepted for reasons of incompleteness or other serious deficiencies) within the prescribed date or whose project work and viva voce have been assessed as grade RA can reregister at the beginning of the subsequent semester following the final semester, repeat and submit the project report at the end of that semester and appear for end semester viva voce examination.

8 CREDIT SYSTEM AND ASSESSMENT

8.1 Credit assignment:

B.E./B.Tech.

Each course is normally assigned a certain number of credits with 1 credit for one lecture hour per week, 1 credit for one or two tutorials per week, 1 credit for 2 hours of practical or 2 credits for 3 or 4 hours of practical/drawing practices. Project Work - Phase I shall be of 4 hrs per week with 2 credits and Project Work – Phase II shall be of 20 hrs per week with 8 credits.

M.E./M.Tech.

Each course is normally assigned a certain number of credits with 1 credit for one lecture hour per week, 1 credit for one or two tutorials per week, 1 credit for 2 hours of practical or 2 credits for 3 or 4 hours of practical/drawing practices. Project Work – Phase I shall be of 12 hrs per week with 2 credits and Project Work – Phase II shall be of 40 hrs per week with 10 credits.

8.2 The letter grade and the grade point awarded based on percentage of marks secured by a candidate in individual course shall be as detailed below:

Sl. No.	Range of Percentage of Total Marks	Range of Percentage of Total Marks *	Letter Grade	Grade Point (g)
1	90 to 100	91 to 100	S	10
2	80 to 89	81 to 90	A	9
3	70 to 79	71 to 80	B	8
4	60 to 69	61 to 70	C	7
5	55 to 59	56 to 60	D	6
6	50 to 54	50 to 55	E	5
7	0 to 49 or less than 50 % in final examination	0 to 49 or less than 50 % in final examination	RA	0
8	Absent	Absent	AB	0
9	Incomplete	Incomplete	I	0
10	Withdrawal	Withdrawal	W	0

* Applicable for students admitted in the academic year 2011-12 onwards

"RA" denotes failure in the course and he/she has to reappear for the end semester examination.

"AB" denotes absent for the End Semester Examination and he/she has to reappear for the end semester examination.

"I" denotes incomplete as per Clause 6 and hence prevented from writing end semester examination.

"W" denotes withdrawal from the End semester examination as per clause 11.

Existing Grade System			UGC Recommended Grading System **		
Marks	Letter Grade	Grade Point	Marks	Letter Grade	Grade Point
91-100	S	10	91-100	O (Outstanding)	10
81-90	A	9	81-90	A+ (Excellent)	9
71-80	B	8	71-80	A (Very Good)	8
61-70	C	7	61-70	B+ (Good)	7
56-60	D	6	55-60	B (Above Average)	6
50-55	E	5	50-54	C (Average)	5
0-49	RA	0	0-49	RA (Reappear)	0
Absent	AB	0	Absent	AB (Absent)	0
Incomplete	I	0	Incomplete	I	0
Withdrawal	W	0	Withdrawal	W	0

** Applicable for students admitted in the academic year 2016-17 onwards

After the completion of the programme, the Cumulative Grade Point Average (CGPA) from the first semester to final semester is calculated using the formula:

$$\text{CGPA} = \frac{\sum g_i \cdot c_i}{\sum c_i}$$

Where g_i : Grade point secured corresponding to the course
 c_i : Credits allotted to the course

- 8.3 A candidate will be permitted to appear for the end semester examination of a semester only if he/she has completed the study of that semester (vide Clause 6). A candidate will not be allowed to register for any end semester examination unless he/she simultaneously registers for the examinations of the highest semester eligible and all the courses which he/she be in arrears of.
- 8.4 A candidate who is absent in end semester examination in a course / project work after having registered for the same shall be considered to have appeared and failed in that course/project work and awarded grade AB.
- 8.5 If a candidate fails to submit the report on project work on or before the date specified by the college / department, he/she is deemed to have failed in the project work and awarded grade AB.
- 8.6 The assessment will comprise of continuous assessment and end semester examination carrying marks as specified in Clause 9.

- 8.7 End semester examinations will normally be conducted during October/November and during March / April of each academic year.
- 8.8 Continuous assessment marks will be awarded on the basis of continuous assessment made during the semester as per guidelines framed by the College.

9 SCHEME OF ASSESSMENT

Theory Courses		Practical Courses				
Continuous Assessment (Internal)	50 Marks	Continuous Assessment (Internal)	50 Marks			
End Semester Examination	50 Marks	End Semester Examination	50 Marks			
Total	100 Marks	Total	100 Marks			
Procedure of Continuous Assessment for each theory course		Procedure of Continuous Assessment for each experiment				
Item	Marks	Item	Marks			
Periodical tests (2 Tests – 1 ½ hours each)	30	Preparation & Conduct of Experiment	30			
Attendance	10	Observation & Results	30			
Assignment / Tutorial	10	Record	30			
Total	50	Viva	10			
		Total	100*			
*All the experiment marks are averaged and reduced to 50 marks						
End Semester Examination						
Examination Duration : 3 Hours Max. Marks : 100 (Reduced to 50 marks)		Examination Duration : 3 Hours Max. Marks : 100 (Reduced to 50 marks)				
Project Work – Phase I		Project Work – Phase II				
The Continuous Assessment evaluation of Project Work – Phase I will have 100 marks and no End Semester Assessment.		The Continuous Assessment for Project Work - Phase II is 50 marks. At the end of the Project Work, the student has to submit a project report and appear for viva-voce examination (End Semester Examination), which carries 50 marks.				
Attendance						
% of Attendance	00-75	76-80	81-85	86-90	91-95	96-100
Marks	0	2	4	6	8	10
Assignments / Tutorials						
Theory Based	3 Assignments	3 x 50 Marks = 150 Marks. This will be reduced to 10 Marks. Each Assignment will have 4 Descriptive type				

Courses		questions, each 10 Marks (4x10 = 40 Marks; 10 Marks for preparation and presentation style)
Problem Based Courses	No. of tutorials as per the time table	The average of marks obtained in all the tutorials and reduced to 10 marks.
Career Competency Development (CCD) - B.E./B.Tech.		
This will have Continuous Assessment (CA) and No End Semester (ES) Examination. This includes Aptitude, Verbal Reasoning, Logical Reasoning, Group Discussion, Oral and Written Communication Skills, Technical Paper Presentation, Resume Preparation and Interview Skills.		
Grade Ratings for Career Competency Development (CCD) are as follows. Very Good (VG) - 80 to 100; Good (G) - 60 to 79; Fair (F) - 40 to 59; Poor (P) - Below 40.		
Technical Report Preparation & Presentation (TRPP) - M.E./M.Tech.		
This will be offered during 2 nd and 3 rd semesters with an objective to enhance the presentation skills. This will have Continuous Assessment (CA) and No End Semester (ES) Examination.		
Grade Ratings for Technical Report Preparation & Presentation (TRPP) are as follows. Very Good (VG) - 80 to 100; Good (G) - 60 to 79; Fair (F) - 40 to 59; Poor (P) - Below 40.		

10 PASSING REQUIREMENTS AND PROVISIONS

B.E./B.Tech.

- 10.1 A candidate who secures grade point 5 or more in any course of study (CA + ES put together) will be declared to have passed that course, provided a minimum of 50% is secured in the end semester examination of that course of study.
- From 3rd attempt onwards, if a candidate fails to obtain pass mark by adding Continuous Assessment Mark and End Semester Examination Mark, the passing requirement shall be 50 % in the End Semester Examination only. However, the Continuous Assessment marks can be taken into consideration, if it is beneficial for Candidates.
- 10.2 A candidate shall be declared to have qualified for the award of the B.E./B.Tech. Degree provided the candidate has successfully completed the course requirements and has passed all the prescribed courses of study in all the 8 semesters (6 semesters for lateral entry) within a maximum period of 7 years (6 years for lateral entry) reckoned from the commencement of the semester to which the candidate was first admitted.
- 10.3 A candidate who qualifies for the award of the Degree (vide Clause 10.2) having passed all the courses of study of all the eight semesters (six semesters for lateral

entry candidates) at the first opportunity within eight consecutive semesters (six consecutive semesters for lateral entry candidates) after the commencement of his /her study and securing a **CGPA of 8.50 and above** in all the eight semesters (six semesters for lateral entry candidates) shall be declared to have passed in **First Class with Distinction**. For this purpose the withdrawal from examination (vide Clause 11) will not be construed as an opportunity for appearance in the examination.

- 10.4 A candidate who qualifies for the award of the Degree (vide clause 10.2) having passed all the courses of study of semesters 1 to 8 within a maximum period of ten consecutive semesters (eight consecutive semesters for lateral entry candidates) after commencement of his /her study and securing a **CGPA of 6.50 and above** in all the eight semesters (six semesters for lateral entry candidates) shall be declared to have passed in **First Class**.
- 10.5 All other candidates who qualify for the award of the degree shall be declared to have passed in **Second Class**.

M.E./M.Tech.

- 10.6 A candidate who secures grade point 5 or more in any course of study will be declared to have passed that course, provided a minimum of 50% is secured in the End semester examination of that course of study.

From 3rd attempt onwards, if a candidate fails to obtain pass mark by adding Continuous Assessment Mark and End Semester Examination Mark, the passing requirement shall be 50 % in the End Semester Examination only.

- 10.7 A candidate shall be declared to have qualified for the award of the M.E./M.Tech. Degree provided the candidate has successfully completed the course requirements and has passed all the prescribed courses of study in all the 4 semesters within a maximum period of 4 years reckoned from the commencement of the semester to which the candidate was first admitted in the case of full time programme and 6 years in the case of part time programme.
- 10.8 A candidate who qualifies for the award of the Degree (vide Clause 10.7) having passed all the courses of study of all the four semesters at the first opportunity within four consecutive semesters after the commencement of his /her study and securing a **CGPA of 8.50 and above** in all the four semesters shall be declared to have passed in **First Class with Distinction**. For this purpose the withdrawal from examination (vide Clause 11) will not be construed as an opportunity for appearance in the examination.
- 10.9 A candidate who qualifies for the award of the Degree (vide Clause 10.7) having passed all the courses of study of semesters 1 to 4 within a maximum period of 6 consecutive semesters after commencement of his /her study for full time and within a maximum period of 8 consecutive semesters for part time and securing a **CGPA of 6.50 and above** in the four semesters shall be declared to have passed in **First Class**.

10.10 All other candidates who qualify for the award of the degree (vide Clause 10.3) shall be declared to have passed in **Second Class**.

11. WITHDRAWAL FROM THE EXAMINATION

11.1 A candidate may, for valid reasons, be granted permission to withdraw from appearing for the examination in any course or courses of only one semester examination during the entire duration of the degree programme. Also, only ONE application for withdrawal is permitted for that semester examination in which withdrawal is sought.

11.2 Withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination and if it is made prior to the commencement of the examination in that course or courses in normal circumstances and also recommended by the Head of the Department. In case of accidents or unforeseen circumstances, the withdrawal will be considered even after the conduct of examination; however the application is made within a week time subject to the approval of the Head of the Department and the Principal.

11.3 Withdrawal shall not be construed as an opportunity for appearance in the examination for the eligibility of a candidate for First Class with Distinction.

12 SUPPLEMENTARY EXAMINATION

A special supplementary examination is conducted for immediate passed out students of all UG and PG programmes.

- Students having less than or equal to 5 arrear courses in the final year are only permitted to register.
- Revaluation is also permitted.
- Those who availed this opportunity are also permitted to register for the subsequent NOV/DEC examination.

13 PERSONALITY AND CHARACTER DEVELOPMENT

All candidates shall enroll, on admission, in any one of the personality and character development activities (the NCC / NSS / YRC / Yoga / Sports & Games) and undergo training.

- **National Cadet Corps (NCC)** will have parades. While the training activities will normally be during week ends, the camps will normally be during holidays.
- **National Service Scheme (NSS)** will have social service activities in and around the College
- **Youth Red Cross (YRC)** society activities will include peace time activities like health & hygiene, international friendship, awareness camps etc.
- **Sports & Games** activities will include preparation for inter-collegiate sports events.
- **Yoga** activity for tuning the students mentally and physically.

14 FACULTY ADVISOR

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 about 30 students to a faculty member of the Department who shall function as Faculty Advisor for those students.

Such Faculty Advisor shall advise the students and monitor the courses undergone by the students, check the attendance and progress of the students attached to him/her and counsel them periodically.

If necessary, the faculty advisor may also discuss with or inform the parents about the progress of the students through the Head of the Department concerned.

15 CLASS COMMITTEE

15.1 Every class shall have a class committee consisting of teachers of the concerned class, student representatives and a chairperson who is not teaching the class. It is like the 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching-learning process. The functions of the class committee include.

- Solving problems experienced by students in the class room and in the laboratories.
- Clarifying the regulations of the degree programme and the details of rules therein.
- Informing the student representatives the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / drawing / project work / seminar etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
- Identifying the weak students, if any, and requesting the teachers concerned to provide some additional help of guidance or coaching to such weak students.

15.2 The class committee for a class under a particular branch is normally constituted by the head of the department.

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

15.4 At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the class committee.

- 15.5 The chairperson of the class committee may invite the Faculty adviser(s) and the Head of the department to the meeting of the class committee.
- 15.6 The Principal may participate in any class committee of the institution.
- 15.7 The chairperson is required to prepare the minutes of every meeting, submit the same to Principal within two days of the meeting and arrange to circulate among the concerned students and teachers. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the management by the head of the institution.
- 15.8 The first meeting of the class committee shall be held within one week from the date of commencement of the semester, in order to inform the students about the nature and weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held in a semester at suitable intervals. During these meetings the student members express the opinions and suggestions of the other students of the class to improve the effectiveness of the teaching-learning process.

16 COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one discipline or group, shall have a "Course Committee" comprising all the teachers teaching the common course with one of them nominated as Course Coordinator. The nomination of the course Coordinator shall be made by the Head of the Department / Principal depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The 'Course committee' shall meet as often as possible and ensure uniform evaluation of the tests and arrive at a common scheme of evaluation for the tests. Where it is feasible, the course committee may also prepare a common question paper for the test(s).

17 ISSUE OF GRADE SHEET & DEGREE CERTIFICATE

After the publication of the results by the college in each semester, the college will issue the grade statements. After successful completion of the degree, the college will recommend the candidate to the University, which in turn shall award the degree.

18 DISCIPLINE

Every student is required to observe disciplined 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 College and the University. The Principal shall constitute a disciplinary committee consisting of Heads of Departments of which one should be from the faculty of the student, to enquire into acts of indiscipline and report to the Principal.

If a student indulges in malpractice in any of the end semester / Internal examination he / she shall be liable for punitive action as prescribed by the University and College from time to time.

19 INDUSTRIAL VISIT

Every student is required to undergo Industrial visits, starting from the third semester of the programme.

20 CHOICE BASED CREDIT SYSTEM

The choice based credit system (CBCS) has been introduced during the academic year 2015-16 onwards for all the students.

- i. Swapping of Courses
- ii. Flexibility to add or drop the courses
- iii. Open elective courses
- iv. Self study courses
- v. One credit courses
- vi. Redoing of few courses
- vii. Credit for Industrial Training / Internship
- viii. Credits and grades for NPTEL/QEEE/NMEICT/SWAYAM online course

i) Swapping of Courses

Students aspiring for "Project Internship" in industry or research organizations during 8th semester can swap their 8th semester courses during sixth and seventh semester provided they have no standing arrears and CGPA of 7.5.

ii) Flexibility to add or drop the courses

Students shall earn the total number of credits specified in the curriculum of the respective programme of study in order to be eligible to obtain the degree. However, students can be permitted to earn more than the total number of credits prescribed in the curriculum by opting additional professional courses, open electives, self study courses, one credit courses and on-line courses. Students shall be permitted to register for one or two additional courses in a semester.

Students can be permitted to drop one or two courses in a semester from I to VII for UG programmes and I to III semester for PG programmes. Students shall register for the dropped courses in the subsequent semesters. Such students shall complete all the courses and earn the total credits prescribed for the programme within the stipulated duration (vide Clause 10). Dropped courses shall not be considered as an attempt for the purpose of classification in that semester. The dropped course should not be a prerequisite for the courses in the subsequent semesters.

iii) Open Elective Courses

Students shall be permitted to register for the open elective courses offered by various departments. Choice of courses for electives may even be opted from Open Electives other than the courses offered under normal electives.

iv) Self Study Courses

- ❖ Students shall be permitted to register for one self study course under a faculty mentor in a semester provided that they do not have any standing arrears and should have completed all the dropped courses. The students who opt for dropping of courses are not permitted to pursue self study courses in that particular semester. Study materials prepared by the Faculty mentor shall be posted using MOODLE. No formal lectures need to be delivered. However, the Faculty mentor shall monitor the progress of the students. Students shall write assignments/ Tutorials and appear for continuous assessment and end semester examinations to earn the credit.
- ❖ Students can also be permitted to register for on-line courses available in NPTEL / SWAYAM/NMEICT as self study courses under a faculty mentor. Upon successful completion of the course and passing the exam conducted by NPTEL / NMEICT, suitable credits shall be given.

v) One Credit Courses

Students shall be allowed to take one credit courses offered by Industry experts or courses conducted by NPTEL/SWAYAM/NMEICT for 10-20 hrs of duration shall be considered as one credit courses. Maximum of one 3 credit course can be waived either in 7th or 8th semester, on successful completion and passing in the examination of 3 or more one credit courses and suitable grades shall be given.

vi) Redoing of a Few Courses

The student who wishes to improve his/her grade and students who have got RA grade shall be permitted to avail the option of redoing of courses by paying Rs. 1500/- per course. The students those who got RA shall be permitted to write continuous assessment tests (I & II) to improve their internal marks in the respective courses. The highest score shall be retained in case their score drops down on redoing.

vii) Credit for Industrial Training/Internship/Online Courses

Credits shall be given for students undergoing internship/doing projects in relevant industry as given below:

<i>Duration of Training /Internship</i>	<i>Credits</i>
2 Weeks	1
4 Weeks	2
6 Weeks & above	3

- ❖ Students undergoing 6/8 weeks of training /doing projects in industry / Academic institutions of repute shall be given 3 credits and one elective course in VIII semester shall be waived.
- ❖ Students undergoing about 150 hours or more, of intensive skill based training courses, offered in collaboration with industries shall be given six credits and two elective courses shall be waived.

viii) Credits and grades for NPTEL/QEEE/NMEICT/SWAYAM online courses

- ❖ Students can register for online courses offered by NPTEL/QEEE/NMEICT/SWAYAM or any other courses offered by reputed National/International Universities.
- ❖ Students can register for online courses only with the permission of the Head of the Department and through the Head of the Institution, otherwise the credits will not be considered for grading in the grade/mark sheet.
- ❖ Online courses shall be taken under the guidance of a mentor.
- ❖ Credits shall be given to the students who have passed the online courses offered by NPTEL/SWAYAM or any other reputed national/foreign universities/institutions. Upon successful completion of 40-45 hours of full course, the equivalent course in the curriculum shall be waived.
- ❖ In case, the students do not opt for the examination or do not pass in the examination conducted by NPTEL/SWAYAM or any other reputed universities/institutions, a portion of assignments and tutorial marks obtained through the online courses shall be added to the internal marks of the **equivalent course** and they have to register and write the end semester examination and pass the **equivalent course to earn the required credits**.

21 REVISION OF REGULATION AND CURRICULUM

The College may from time to time revise, amend or change the Regulations, scheme of examinations and syllabi if found necessary. Such revisions / changes will be made by Academic Council assisted by Board of Studies and Standing Committee.

N.B.: Wherever necessary, the regulations for B.E./B.Tech. and M.E./M.Tech. programmes are given separately. All other rules and regulations are deemed to be common for both B.E./B.Tech. and M.E./M.Tech. programmes.

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