

M.I.E.T. Engineering College

(Autonomous)

Regulations 2024

Bachelor of Engineering

(B.E. / B.Tech.)

(For Working Professionals)



M.I.E.T. ENGINEERING COLLEGE

(Autonomous)

REGULATIONS 2024

CHOICE BASED CREDIT SYSTEM

Common to all B.E. / B.Tech. Programmes for Working Professionals

(Students admitted to B.E. / B.Tech. Programme from the Academic Year 2024-25 onwards)

1 PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this Regulation, unless the context otherwise specifies:

- I **Programme** means Degree Programme (i.e.) B.E./B.Tech. Degree Programme for Working Professionals.
- II **Branch** means Discipline or Specialization of B.E. / B.Tech. Degree Programme.
- III **Course** means a Theory, Theory with Practical and Practical course.
- IV **Head of the Department** means Head of the Department Concerned.
- V **Head of the Institution** means the Principal of the College who is responsible for all academic activities of the College and for the implementation of relevant rules and regulations.
- VI **Controller of Examinations** means the authority of the College who is responsible for all examination activities of the College.
- VII **University** means ANNA UNIVERSITY, CHENNAI.

2 ADMISSION PROCEDURE

Candidates seeking for admission to the first semester of the EIGHT semesters B.E. (Working Professionals) Degree Programme shall be required to have passed the Qualifying Diploma examination in Engineering / Technology in the relevant branch of specialization (as prescribed by Anna University from time to time) conducted by the Directorate of Technical Education, Tamil Nadu or other states or any other equivalent examination recognized by Anna University.

2.1. ELIGIBILITY

Candidates seeking admission shall satisfy the following conditions:

- (i) Eligibility conditions such as class obtained, marks, number of attempts shall be as prescribed by the Anna University from time to time.
- (ii) Full time working professionals with minimum work experience as prescribed by AICTE and University.

- (iii) Shall have employment or work place within a radial zone of 90 km from the Institution Campus.

3. PROGRAMMES OFFERED

1. B.E.-Electrical and Electronics Engineering
2. B.E.-Mechanical Engineering

4. STRUCTURE OF THE PROGRAMMES

4.1 Categorization of Courses

Every B.E. / B. Tech. Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows:

- i. **Humanities, Social Sciences and Management Courses (HSMC)** include Professional English, Communication skills etc.
- ii. **Basic Science Courses (BSC)** include Mathematics, Physics, Chemistry, Biology, Environmental Science etc.
- iii. **Engineering Science Courses (ESC)** include Engineering Practices, Engineering Graphics, Basics of Civil / Mechanical / Electrical / Electronics / Communication / Computer Science, Biomedical etc.
- iv. **Professional Core Courses (PCC)** include the core courses relevant to the chosen specialization/branch.
- v. **Professional Elective Courses (PEC)** include the elective courses relevant to the chosen specialization/ branch.
- vi. **Open Elective Courses (OEC)** include the courses offered by a branch to other branches, from the list specified in the respective curriculum of the B.E. / B. Tech. Programmes.
- vii. **Employability Enhancement Courses (EEC)** include Project Work, Internship, Seminar, Professional Practices, Case Study, Industrial/Practical Training etc.
- viii. **Mandatory courses (MC)** prescribed by AICTE / UGC / Anna University.
- ix. **Audit courses (AC)** include the courses such as Constitution of India, Sangam literature etc.

4.2 Choice Based Credit System (CBCS)

The curriculum includes Humanities / Social Sciences /Management, Basic Sciences, Engineering Sciences, Professional Core, Professional/Programme Electives and Open Electives in addition to Seminar and Industrial Training and Project. CBCS provides an

approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquires more than the required credits and adopt an interdisciplinary approach to learning. **The recommended range of total credits for the entire Programme is 120 - 130 and varies based on the chosen programme and credit range for each course is 0 - 4.**

4.3 Number of Courses per Semester

Each semester curriculum shall normally have a blend of lecture courses not exceeding **four** Theory and Theory with Practical courses along with not more than **two** Employability Enhancement and Practical courses. However, the total number of courses per semester shall not exceed **six**.

4.4 Credit Assignment

CONTACT PERIOD PER WEEK	CREDITS
1 Lecture Period	1
1 Tutorial Period	1
1 Practical Period (also for EEC courses like Seminar / Project Work /Case Study etc.)	0.5

CREDIT DISTRIBUTION

CATEGORY	CREDIT RANGE
HSMC	5-10
BSC	25-30
PCC	50-60
PEC	15-20
OEC	5-10
ESC	5-10
EEC	3-5

4.5 Industrial Training / Internship

The students may undergo Industrial training / Internship optionally for a period as specified in the table during summer / winter vacation and the credits earned will be indicated in the mark sheet. If the student earns three credits, the student may drop one Professional Elective. In such cases, Industrial Training / Internship need to be undergone continuously for a minimum period of two weeks in an organization. However, if the number of credits earned is 1 or 2, these credits shall not be considered for classification of the degree. The students may also undergo Internship at Research organization / University after due approval from the Head of the Department in lieu of Industrial training.

DURATION OF TRAINING /INTERNSHIP	CREDITS
2 Weeks	1
4 Weeks	2
6 Weeks	3

Note: 40 Internship Hours/ training hours per week is mandatory

4.6 Value added Courses

Students can opt for Value added Courses which will be offered by experts from industry/Institution collaborated with industry/ R&D centers subject to the approval by the Head of the Institution. There is no End Semester Examination for value added courses. Students shall complete such courses during the semester from III to VII as and when the courses are offered by the department. If the student earns three credits, the student shall become eligible for waiver of one Professional /Open Elective. However, students shall become eligible for waiver of one such course during the entire duration of study. If the number of credits earned is 1 or 2, the credits will be indicated as additional credits and shall not be considered for **GPA/CGPA** calculation.

DURATION OF VALUE ADDED COURSES	CREDITS
15 Hours	1
30 Hours	2
45 Hours	3

4.7 Self Study Courses

Students may be permitted to apply for one self study course for the entire programme with the approval of the Head of the Institution through the Head of the Department. No formal lectures need to be delivered. The students those who have secured CGPA of greater than or equal to 7.5 and without history of arrears until 4th semester are eligible to carry out such course. Moreover, the students can opt this course during V semester onwards. The self-study course of 3 credits can be elective (theory) course of any programme/core course of any programme. One Faculty member approved by the Head of the Department shall be responsible for the periodic monitoring and evaluation of the course. Students shall have to undertake all continuous assessments and must appear for end semester examination. The evaluation methodology shall be the same as that of a theory course. The syllabus of the course shall be approved by the respective Board of Studies (BOS).

4.8 Mandatory Courses

The student shall study the mandatory courses listed in the curriculum and it will be mentioned in the Grade Sheet. It will not be considered for computation of CGPA.

4.9 Off campus/ Online Courses and Transfer of Credits

Students are permitted to optionally enroll from first semester onwards and study a maximum of three off campus courses in physical/online/hybrid mode. The successful completion of these courses through any of the following modes shall be considered in lieu of professional elective / open elective courses of curriculum as approved by the Head of the Institution.

Students are permitted to optionally enroll and study these courses through SWAYAM - NPTEL platforms and credit transfer is to be done based on the marks and certificate provided by the NPTEL. The number of credits, transfer of credits and the mapping of the marks with the grades are shown in the following tables. The mapping of marks with grades is applicable only if the student passes the course as per the guidelines of NPTEL.

Duration of the course and Number of credits

S. No.	No. of Weeks	No. of Credits
1	4	1
2	8	2
3	12	3
4	16	4

Mapping of Marks scored in NPTEL course and Credits earned

Letter Grade	Marks
O	90-100
A+	80-89
A	70-79
B+	60-69
B	50-59
C	40-49

4.10 Research Practice

A student with minimum CGPA of 8.00 without history of arrear can register for the course on 'Research Practice'. The outcome of the course will be the publication in SCI/ SCI-expanded/ SCOPUS indexed Journal / conference in Science and Technology/ received TNSCST Funded Project. **Number of credits for this course is 3.** A group of

maximum two students can register for this course at the beginning of the fifth semester and they are the first two authors. The student shall work under a faculty advisor who has published atleast 3 papers in SCI/ SCI-expanded/ SCOPUS indexed journals. The faculty advisor is a third and corresponding author. The credits can be earned by the student in subsequent semesters (Sixth and Seventh). When the student provides evidence of the publication of the research paper through faculty advisor and Head of the Department, grade and credits will be awarded in the following semester. The grades will be awarded as per the following details.

S.No.	Category of Journal	Grade
1	One Research Paper in SCI/SCI-Expanded Journal	O
2	Two Research Papers in SCOPUS indexed Journals / One granted patent	A+
3	One Research Paper in SCOPUS indexed Journal / One published patent	A
4	One Research Paper in SCOPUS indexed Conference	B+
5	TNSCST Student Funded Project	B
6	One research paper in any other conference	C

If the student is not able to publish within seventh semester, the registration will be automatically cancelled and he/she has to meet the credit requirements for the elective category by registering necessary elective course in eighth semester, if required. Further, if a student has not registered for this research course in fifth semester but meets all the requirements for earning the credits in this course, the student will be allowed to replace his/her grade and credits earned from professional elective or open elective with grade and credits earned from this research course.

4.11 Additional credits

A student has to earn the total number of credits specified in the curriculum in order to be eligible to obtain the degree. However, if the student wishes, he/she is permitted to earn more than the total number of credits as additional credits.

- i. Research practice: As per clause 4.13
- ii. SWAYAM/NPTEL Courses: As per clause 4.12
- iii. Industrial Training / Internship: As per clause 4.7
- iv. Value added Courses: As per clause 4.8
- v. Self-study course: As per clause 4.9

4.13 Medium of Instruction

The medium of instruction is English.

4.14 Implementation of Honours / Minor Degree

(i) B.E. / B.Tech. Honours

1. The students should have earned a minimum of additional 18 credits.
2. They should have passed all the courses prescribed in the curriculum and additional courses in the first attempt.
3. They should have earned a minimum of 7.50 CGPA.

(ii) B.E./B.Tech. Minor

1. The student should have earned additionally a minimum of 18 credits in any other Engineering Disciplines / Management courses.
2. They should have earned a minimum of 7.50 CGPA.

B.E / B.Tech. (Hons.) and B.E./B.Tech. minor will be optional and the students shall be permitted to select any one of them only and shall be offered by the Department irrespective of the number of students enrolled. After completing certain number of additional courses, if a student decides not to opt for Honours, the additional courses studied shall be considered instead of the Professional Elective courses and if a student decides not to opt for Minor the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of Professional Elective/Open Elective courses required as per the curriculum, the courses with higher grades shall be considered for the calculation of CGPA. Remaining courses shall be printed in the grade sheet, however, they will not be considered for calculation of CGPA.

4.15 Audit courses

The student may optionally study audit courses prescribed by the curriculum and it will be mentioned in the Grade Sheet. However, it will not be considered for computation of CGPA.

5 DURATION OF THE PROGRAMME

5.1 The duration for the B.E. / B.Tech. programme shall extend over a period of 4 years (8 semesters) for the students admitted in the first semester but in any case, not more than 7 years (14 semesters).

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 the discretionary powers to decide the number of working days and shall ensure that every faculty member teaches the full content of the specified syllabus for the course being taught.

5.3 The total duration for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum duration specified in Clause 5.1 irrespective 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 July to December and the even semester from January to June.

6 COURSE REGISTRATION

6.1 Each student has to register for all courses to be undergone in the curriculum of a current semester (with the facility to drop courses to a maximum of 6 credits (vide clause 6.2)) and courses dropped in the lower semesters. This registration is for undergoing the course as well as for writing the End Semester Examinations.

The maximum number of credits that can be registered in a semester is 36. However this does not include the number of Re-appearance (U) and Withdrawal (WD) courses registered by the student for the appearance of Examination.

6.2 Flexibility to Add or Drop Courses

From the second to final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses shall not exceed 6 per semester. The student is permitted to drop the course(s) within 30 days of the commencement of the academic schedule. From V to VIII semesters, the student has the option of registering for additional courses in a semester. With regard to enrolling for B.E. / B. Tech. (Hons) or B.E. / B. Tech. Minor, the total number of credits that a student can add in a semester is limited to 6, subject to a maximum of 2 courses. **Maximum number of credits enrolled in a semester shall not exceed 36.** The online courses registered for B.E. / B. Tech. (Hons.) and B.E. / B. Tech. minor shall be over and above these 36 credits.

6.3 Choice of Professional/Open Elective Courses

The professional Elective Courses are listed in the Curriculum with different

specialization. **For a professional elective course and open elective course, minimum number of students enrolment permitted shall be 10.** However, the minimum number is not applicable for students enrolling B.E. / B. Tech. (Hons) and B.E. / B. Tech. Minor. For the offer of each professional elective atleast two choices shall be offered.

7 ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER

7.1 Ideally every student is expected to attend all classes of all the courses and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as medical, the student is expected to attend atleast 75% of the classes, and thus secure not less than 75% of overall attendance.

7.2 However, a student who secures overall attendance between 65% and less than 75% in the current semester due to medical reasons (prolonged hospitalization / accident / specific illness) may be permitted to appear for the current semester examination, subject to the condition that the student shall submit the medical certificate attested by the Head of the Department along with a condonation fee. The same shall be forwarded to the Controller of Examinations for record purposes.

7.3 Students who secure less than 65% overall attendance shall not be permitted to write the End Semester examination and not permitted to move to the next semester. They are required to repeat the incomplete semester in the next academic year as per the norms prescribed.

$$\text{Percentage of Attendance} = \left(\frac{\text{Total no.of hours attended in all the courses per semester}}{\text{Total no.of hours conducted in all the courses per semester}} \right) * 100$$

8 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 allot certain number of students to a faculty of the Department, who shall function as a Faculty Advisor for those students throughout their period of study.

The responsibilities of the Faculty advisor shall be:

- To inform the students about the various facilities and activities available to enhance the student's curricular and co-curricular activities.
- To guide student enrollment and registration of the courses.
- To authorize the final registration of the courses at the beginning of each semester.

- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.
- To collect and maintain the academic and co-curricular records of the students. Faculty Advisor may also discuss with or inform the parents about the progress/performance of the students concerned.

9 CLASS COMMITTEE MEETING

The class committee meetings are normally constituted by the Head of the Institution. A Class Committee Meeting (CCM) shall be composed of the Chairperson from other departments and minimum 6 student representatives of the respective class. Normally two class committee meetings in a semester shall be conducted. The class committee meeting shall be conducted after the completion of the first and second Continuous Internal Assessments. The chairperson of the class committee is required to prepare the minutes of every meeting and submit the same to the Head of the Institution within three working days. The Head of the Institution along with the Head of the Departments and chairperson convene a meeting to discuss the minutes of class committee meetings. The Head of the Department will inform the grievances given by the students to the faculty members of the concern department and plan to rectify the same.

The functions of the class committee include:

- Solving problems faced by students in the classroom and in the laboratories
- Informing the student representatives about the academic schedule dates and enquire about the syllabus coverage.
- Clarifying the regulations of the Degree Programme.
- To educate the students about the outcome-based education.
- Presenting action taken report of the previous meeting by the Chairperson of the class committee in each meeting except first meeting.

10 COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one discipline shall have a “Course Committee” comprising all the faculty members teaching the common course with one of them nominated as the course coordinator. The nomination of the course coordinator shall be made by the Head of the Institution depending upon whether all the faculty members teaching the common course belong to a single department or to several

departments. The 'Course Committee' shall meet in order to arrive at a common scheme of evaluation for the test and shall ensure a uniform evaluation of the tests. Wherever feasible, the Course Committee may also prepare a common question paper for the continuous internal assessment test(s).

11 PERFORMANCE ASSESSMENT COMMITTEE

The Performance Assessment Committee comprises of the Course Coordinators / Course faculty members and Programme Coordinator. This 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 advisor and students as invitees.

12 STUDENT MIGRATION AND CREDIT TRANSFER

Normalization of the Credits will be carried out in consultation with the Board of Studies of the programme concerned and approved by the Head of Institution, if a student migrates from other Autonomous institutions to M.I.E.T. Engineering College or rejoins from previous regulation to this regulation.

13 PROCEDURE FOR AWARDING MARKS

13.1 Theory courses

Performance in each course of study shall be evaluated based on (i) Continuous Internal Assessment (CIA) throughout the semester and (ii) End Semester Examination. Three internal assessments will be conducted as a part of continuous assessment. Each internal assessment is to be conducted for 100 marks and will have to be distributed in three parts viz., Individual Assignment/Case study/Seminar/Mini project, attendance and Test with each having a weightage of 20%, 20% and 60% respectively. The tests shall be in written mode. **Out of three CIAs, the best two CIAs are considered for calculating internal assessment marks and converted into a maximum of 40 marks**, rounded to the nearest integer. End semester examination carries 60 marks.

Assessment	Assignment / Seminar Marks	Attendance Marks	Written Test Marks	Total Marks
CIA -I	20	20	60	100
CIA -II	20	20	60	100
CIA -III	20	20	60	100

13.2 Practical courses

The maximum marks for Internal Assessment shall be 60 marks in case of practical courses. 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.** Every practical exercise/ experiment shall be evaluated based on conduct of experiment / exercise and records to be maintained. There shall be atleast one test. End semester examination carries 40 marks.

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

* Internal assessment marks shall be converted into 60 marks.

13.3 Theory with Practical Courses

Theory components shall be evaluated as per clause 13.1 and practical components shall be evaluated as per clause 13.2. In end semester examinations, weightage of both theory and practical components are equal.

13.4 Project Work

For Mini-project / Project work out of 100 marks, the maximum marks for Continuous Internal Assessment is 60 and the End Semester Examinations carries 40 marks. Project work may be assigned to a single student or to a group of students not exceeding four in a group. There shall be three reviews (each 100 marks) during the semester by a review committee.

The student shall make presentation on the progress made before the review committee constituted by the Head of the Department. There shall be a minimum of three members in the review committee. The project guide will be one of the members of the Review Committee. The total marks obtained in the three reviews shall be reduced to 60 marks. The student(s) is/are expected to submit the project report on or before the last working day of the semester. The End Semester Examination for Mini-Project / Project Work shall consist of evaluation of the final project report by an external examiner followed by a viva-voce examination conducted by external examiner and an internal examiner. The Controller of Examinations shall appoint Internal and External Examiners for the End Semester Examinations of the Mini-Project/ Project Work.

Continuous Internal Assessment (60 Marks)		
	Review 1	20
	Review 2	20
	Review 3	20
End Semester Examination (40 Marks)		
Project Report	External Examiner	10
Viva Voce	Internal Examiner	10
	External Examiner	10
	Project Guide	10

If the project report is not submitted on or before the specified deadline, an extension of time up to a maximum limit of 7 days may be given for the submission of project report with due approval obtained from the Head of the institution. If the project report is not submitted even beyond the extended time, then the student(s) is deemed to have failed in the Mini-Project/Project Work. The failed student (s) shall register for the same in the subsequent semester and repeat the Mini-Project/Project Work again.

13.5 Retests

No retest is entertained for the students who are absent during the regular schedule. However under extraordinary circumstances on case to case basis, if the reason for absent is found to be unavoidable and genuine the student may approach the Head of the Department through faculty advisor and retest may be conducted by the office of Controller of Examination, if it is duly forwarded by the Head of the Institute.

14 REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS

A student shall normally be permitted to appear for the End semester Examinations for all the courses registered in the current semester (vide clause 6) if he/she has satisfied the semester completion requirements (as per clause 7) and all arrear(s) course(s) failing which, the student will not be permitted to move to the higher semester. A student who has already appeared for any course in a semester and passed the examination is not entitled to reappear in the same subject for improvement of grades.

15 PASSING REQUIREMENTS

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

- 15.2** If a student fails to secure a pass in a theory / laboratory course, Professional /Open 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 as per clause 15.1, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.
- 15.3** If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 7 and appear for the end semester examination.
- 15.4** If a student has submitted the project report but absent in the end semester examination of project work, the student is deemed to be failed and also if a student has attended the project work and fails in the End semester examination, he/she shall attend end semester examination again within 60 days from the date of declaration of the results. The subsequent viva-voce examination will be considered as reappearance with payment of exam fee. In case the student fails in the subsequent viva-voce examination also, the student shall redo the course again when offered next.
- 15.5** The passing requirement for the courses which are assessed only through purely internal assessments (EEC courses except Project Work and laboratory), is 50%.
- 16 AWARD OF LETTER GRADES**
- 16.1** The assessment shall be based on the performance in the End Semester Examinations and Continuous Internal Assessment. Letter Grades (based on Credit Point and Grade Point) are awarded to the students based on the performance in the evaluation process.
- 16.2** Credit Point is the product of Grade Point and number of credits for a course and Grade Point is a numerical weight allotted to each letter grade on a 10-point scale (as specified in the Clause16.4), while the Letter Grade is an index of the performance of a student.
- 16.3** The performance of a student will be reported using Letter Grades, each carrying certain points as detailed below: A student who earns a minimum of 5 grade points in a course is declared to have successfully passed the course.

Letter Grade	Grade Points	Marks
O (Outstanding)	10	91 -100
A+ (Excellent)	9	81 -90
A (Very Good)	8	71 -80
B+ (Good)	7	61 -70
B (Average)	6	56 -60
C (Satisfactory)	5	50 -55
U (Reappearance)	0	<50
W (Withdrawal)	0	0
UA (Absent)	0	0
SA (Shortage of Attendance)	0	0

16.4 After completion of the evaluation process, Grade Point Average (GPA), and the Cumulative Grade Point Average (CGPA) is calculated using the formula:

$$\text{GPA / CGPA} = \frac{\sum_{i=1}^n C_i \text{ GP}_i}{\sum_{i=1}^n C_i}$$

Where C_i - Credits assigned to the course

GP_i - Grade point corresponding to the letter grade obtained for each course

n - Number of all Courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA.

CGPA will be calculated in a similar manner, considering all the courses enrolled from first semester. “U” and “SA” grades will be excluded for calculating GPA and CGPA.

16.5 A student who does not appear for the End Semester Examinations in a course, after registering for the same, shall be deemed to have appeared for that examination for the purpose of classification (subject to Clause 19 and 20).

16.6 For the zero credit courses grades shall be indicated and shall not be counted for the computation of GPA/CGPA. For the co-curricular activities such as NCC/NSS/NSO/

YRC etc., a completed status will appear in the grade sheet. Every student shall put in a minimum of 75% attendance in the training and attend the camp compulsorily. The training and camp shall be completed before registering for the fifth semester courses. A completed status in the co-curricular activities is compulsory for the award of a degree.

16.7 Issue of Grade Sheet

Grade Sheet will be issued after publication of results for each semester. The consolidated grade sheet will be issued, when the student is declared to be eligible for the degree. The consolidated grade sheet will contain the following information:

- i. The courses for which credits are earned
- ii. Grade obtained in each course
- iii. Cumulative grade point average earned during the course
- iv. Month and year of successful appearance
- v. Course code and title

16.8 Retaining Period for Evaluated Answer Scripts

The answer scripts of a student which are evaluated for awarding grades shall be retained by office of Controller of Examinations for a period of two years from the date of publishing the End Semester results. After the mentioned period, any claim by the students related to answer scripts shall not be considered for any further action.

17 ELIGIBILITY FOR THE AWARD OF THE DEGREE

A student shall be declared to be eligible for the award of the B.E. / B.Tech. Degree provided the student has

- i. Successfully gained the required number of total credits as specified in the curriculum within the stipulated time.
- ii. Successfully completed the course requirements, appeared for the End – Semester examinations and passed all the courses within the period.
- iii. Successfully passed any additional courses whenever the student is readmitted under regulation R-2024 from the earlier Regulations.
- iv. Successfully completed the NCC/NSS/NSO/YRC/Science Club/ Literature Club / Fine Arts Club requirements.
- v. No disciplinary action pending against the student.
- vi. The award of Degree must have been approved by Anna University.

18 CLASSIFICATION OF THE DEGREE AWARDED

18.1 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 20) will not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50.
- One year authorized break of study 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 in any of the courses of the Curriculum making up the total credit requirement.
- A student who satisfies norms given in clause 4.17 becomes eligible for classification of the degree with B.E./B.Tech. (Hons) and B.E./B.Tech. minor.

18.2 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 or prevention from writing the End Semester examination due to lack of attendance 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.
- A student who satisfies norms given in clause 4.17 becomes eligible for classification of the degree with B.E./B.Tech. (Honours) and B.E./B.Tech. minor.

18.3 Second Class

Students who pursue B.E./B.Tech. in Regular mode or lateral entry mode or B.E./B.Tech. minor who are not covered in clauses 18.1 and 18.2 and who qualify for the award of the degree (vide Clause 17) shall be declared to have passed the examination in Second Class.

18.4 A student who is absent in the End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 20) for the purpose of classification.

18.5 Student earned additional 18 credits as per Clause 4.17 (i) and (ii) but does not satisfy the conditions mentioned in 18.1 or 18.2 shall not be awarded B.E./B.Tech. (Hons.) In such case if the student becomes eligible for First Class, while computing CGPA with the Professional Elective / Open Elective courses with higher grades the student shall be awarded B.E. / B.Tech. in First Class only.

18.6 A student who is absent in end semester examination in a course / project work after having registered for the same shall be considered to have appeared in that examination for the purpose of classification. (vide clause 18).

18.7 Photocopy / Revaluation

A student can apply for photocopy of his/her semester examination answer paper in a theory course on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Department. The answer script is to be valued and justified by a faculty member who has handled the course and recommend for revaluation with the breakup of marks for each question. Based on the recommendation, the student can register for the revaluation through proper application to the Controller of Examinations. Revaluation is not permitted for practical courses and EEC courses. A student can apply for revaluation of answer scripts for not exceeding 5 courses at a time.

18.8 Review

Students not satisfied with Revaluation can apply for Review of his/ her examination answer paper in a theory course, within the prescribed date on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Department. Students applying for Revaluation only are eligible to apply for Review.

19 TEMPORARY BREAK OF STUDY FROM A PROGRAMME

19.1 A student is permitted to go on break of study for a fixed period of one year as a single break in the entire course of study.

19.2 The students permitted to rejoin the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of rejoining.

19.3 Total number of credits to be earned by the student shall be more than or equal to the total number of credits prescribed in the curriculum in force. If the credit assigned for LTP of the courses are not same in two Regulations under consideration, then equivalence shall be arrived as per the credit assignment followed in the Regulations in force.

19.4 The total period for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified irrespective of the period of break of study in order that the student may be eligible for the award of the degree (vide clause 17).

19.5 In case there is any period of break of study more than the permitted duration of break of study, the student shall be permitted to continue the programme only if the approval is obtained from the Head of the Institution through the concerned Head of the Department before the end of the semester in which the student has taken break of study

19.6 If a student has not reported to the department for a period of two consecutive semesters without any intimation, the name of the student shall be deleted permanently from the institution enrollment. Such students are not entitled to seek readmission under any circumstances.

If a student in Full Time mode wants to take up job / start-up / entrepreneurship during the period of study he/she shall apply for authorized break of study for one year. The candidate shall join the job only after getting approval of the same by Head of the Institution.

20 PROVISION OF WITHDRAWAL FROM END SEMESTER EXAMINATION

20.1 A student may for valid reasons (medically unfit /unexpected family situations/ sports approved by HOD and Head of the Institution) be granted permission to withdraw from appearing for the end semester examination in one or more courses only in any one of the semester examinations during the entire duration of the degree programme. The application shall be sent to Head of the Institution through HOD with required documents.

20.2 Withdrawal application shall be valid only if the student is otherwise eligible to write the examination (Clause 14) and if it is made within ten working days before the commencement of the end semester examination in that course or courses and also recommended by the Head of the Department.

20.3 Notwithstanding the requirement of mandatory ten working days' notice, applications

for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.

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

20.5 Withdrawal shall not be considered as an appearance for deciding the eligibility of a student for First Class with Distinction.

20.6 Withdrawal is permitted for the end semester examinations in the final semester, only if the period of study of the student concerned does not exceed 4 years.

21 SPECIAL SUPPLEMENTARY EXAMINATIONS

Special Supplementary Examinations shall be conducted immediately after the publication of the results of review of the VIII Semester for candidates who have one or two arrears in theory / laboratory courses. Students with three arrears and more in theory / laboratory courses are not eligible to appear for this special supplementary examination.

Controller of Examination shall publish a schedule of special supplementary examination after the last date of registering for the examination. The pattern of evaluation will be the same as that of the end semester examination. Such appearance in special supplementary examination will be treated as another attempt and it will be reflected in the grade sheet. However, those students who have withdrawn any of the VIII semester courses including Project Work for valid reasons, are entitled to appear for the special supplementary examination and their appearance in the special supplementary examination will not be treated as another attempt.

22 RANKING

A candidate who qualifies for the programme passing all the Examinations in the first attempt, within the minimum period prescribed for the program of study from Semester I through Semester VIII shall be eligible for ranking. Such ranking will be confined to 5% of the total number of candidates qualified subject to a maximum of 3 ranks.

23 DISCIPLINE

Every student is expected to observe discipline and decorum both inside and outside the Institution and not to indulge in any activity which will tend to bring down the prestige of

the Institution. Any act of such indiscipline / misbehavior including unfair practice in the class / practical / End Semester Examinations will be dealt with by the disciplinary committee of the institution. Based on the committee report, Head of the Institution / Management will take suitable action.

24 MALPRACTICE

If a student indulges in malpractice in any of the examinations, the student shall be liable for punitive action as prescribed by committee constituted by the Head of the Institution from time to time.

25 PROVISION OF 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.

26 DETAILS OF FACULTY PEDAGOGICAL AND STUDENT ASSESSMENT RECORD

Every Faculty member is required to maintain Academic and Assessment Record (AAR) along with Course File consisting of the following details i) Time-table, Course syllabus, Programme outcomes, Course outcomes ii) Details of attendance of each student marked in each theory /practical class. iii) CIA Test, Details of Assignment / Seminar given, Course Delivery details, Corrective and Preventive actions on test performance of students and any other additional details. The AAR should be submitted to the Head of the Department periodically for checking the syllabus covered, the test marks and attendance. The Head of the Department shall sign with date in the AAR after due verification.

27 CONDUCT OF ACADEMIC AUDIT

Academic Audit is to be done for every course taught during the semester. The academic audit shall verify all the academic records pertaining to the Regulation in force, the attendance and assessment record, CO, PO attainment records, student's and course coordinators feedback of the courses, report of industrial training / internship and the overall teaching-learning process based on Bloom's taxonomy. Action plan based on audit implementation for continuous improvement is to be prepared. Academic documents should be available with the department/faculty for five years.

28 COURSES OF STUDY AND SCHEME OF EXAMINATION

The courses of study with respective curriculum, syllabi and the scheme of Examinations are given separately.

29 REVISION OF REGULATION AND CURRICULUM

The Institution may from time-to-time revise, amend or change the Regulations, scheme of Examinations, Curriculum and syllabi if found necessary through the Board of Studies and Academic Council of the Institution and implement either in retrospective or prospective manner as decided by the Academic Council.

