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SRI KRISHNA COLLEGE OF ENGINEERING AND TECHNOLOGY  
KUNIAMUTHUR, COIMBATORE-641008

**REGULATIONS 2022**  
**CHOICE BASED CREDIT SYSTEM**  
**COMMON TO ALL POST GRADUATE PROGRAMMES**  
(For all the batches of students, Academic year 2022– 2023 onwards)

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**1. DEFINITIONS AND NOMENCLATURE**

In these Regulations, unless the context otherwise requires:

- i. **“Programme”** means Post graduate Degree Programme e.g. M.E. / M.Tech / MBA Degree Programme.
- ii. **“Branch”** means specialization or discipline of M.E. / M.Tech Programme like “Engineering Design”, “Software Engineering” etc.
- iii. **“Course”** means a Theory or Practical subject that is normally studied in a semester.
- iv. **“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 of the Regulation.
- v. **“Head of the Department”** means Head/Director of the concerned Department of the College.
- vi. **“Controller of Examinations (CoE)”** means the Authority of the College who is responsible for all activities of the assessment process.
- vii. **“Chairman-Board of Studies (BoS)”** means Head/Director of the concerned Department of the College.
- viii. **“University”** means the affiliating university, viz., Anna University, Chennai.
- ix. **“Semester Grade Point Average (SGPA)”** It is a measure of performance of work done in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester to the total course credits taken during that semester. It shall be expressed up to two decimal places.
- x. **“Cumulative Grade Point Average (CGPA)”** It is a measure of overall cumulative performance of a student over all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters to the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- xi. **“Audit courses”** means courses offered by the college/department to provide basic knowledge to students on various aspects of the country, constitution, environment consciousness, and social awareness.

xii. “**CIA**” Continuous Internal Assessment

xiii. “**SEE**” Semester End Examination

## **2 PROGRAMMES OFFERED AND MODES OF STUDY**

### **2.1 PG PROGRAMMES OFFERED:**

The following are the branches of study under ME / M.Tech/ M.B.A degree Programme.

**M.E.** CAD/CAM  
 Engineering Design  
 Power Electronics and Drives  
 Applied Electronics  
 Communication System  
 Computer Science and Engineering  
 Software Engineering

**MBA** Master of Business Administration

### **2.2 MODES OF STUDY**

#### **2.2.1 Full-Time:**

All the programmes are full-time programmes and students admitted should be available in the College during the complete working hours for curricular, co-curricular and extra-curricular activities prescribed for the programme.

#### **2.2.2 Medium:**

The medium of instruction shall be English for all Courses, Examinations, Seminar presentations and Project / Thesis / Dissertation.

## **3 ADMISSION REQUIREMENTS**

Students for admission to the first semester of the Post-Graduate Degree Programme shall be required to satisfy the conditions of admission thereto prescribed by affiliating University and the Government of Tamil Nadu as follows:

### **3.1** Candidates seeking admission to the first semester of the M.E./M.Tech/ M.B.A Degree Programme should have passed an appropriate Under-Graduate Degree Examination of Anna University or equivalent as specified under qualification for admission as per the Tamil Nadu Common Admission (TANCA) criteria.

Note: TANCA releases the updated criteria during the admissions every academic year. Admission shall be offered only to the candidates who possess the qualification prescribed against each programme.

Any other relevant qualification which is not prescribed against each programme shall be considered for equivalence by the committee constituted for the purpose.

Admission to such degrees shall be offered only after obtaining equivalence to such degrees.

- 3.2** However, the Syndicate of the University may decide to restrict admission in any particular year to candidates having a subset of qualifications prescribed at the time of admission.
- 3.3** Notwithstanding the qualifying examination the candidate might have passed, he/she shall have a minimum level of proficiency in the appropriate programme /courses as prescribed by the Syndicate of the University from time to time.
- 3.4** Eligibility conditions for admission such as the class obtained the number of attempts in qualifying examination and physical fitness will be as prescribed by the Syndicate of the University from time to time.

## **4 STRUCTURE OF PROGRAMMES**

### **4.1 Category of Courses:**

Every Post Graduate Degree Programme will have a curriculum and syllabus consisting of core courses, elective courses and project work. The Programme may also include Audit Course, Seminar, Practical, Industrial Training/Internship/Industrial Case Study, Mini Project/ Project and the same shall be categorized as follows:

- a. **Foundation Courses (FC)** may include Mathematics or other basic courses.
- b. **Professional Core (PC)** courses include the core courses relevant to the chosen programme.
- c. **Professional/Programme Elective (PE)** courses include the elective courses relevant to the chosen specialization/branch.
- d. **Employability Enhancement Courses (EEC)** includes Project Work, Mini Project, Internship Training, Seminar, Professional Practices, Summer Project, Case Study, Audit Courses, Mandatory Courses, Industrial / Practical Training.
- e. **Audit Course (AC)/ Mandatory Course (MC) Audit and Mandatory courses** are courses recommended in the curriculum without any credits.

### **4.2 Courses per Semester**

The Curriculum of a semester shall normally have a blend of lecture hours and practical hours including Employability Enhancement Courses. Each course may have credits assigned as per clause 4.3

### **4.3 Course Credit Assignment:**

Each course has a certain number of credits assigned to it depending upon its lecture, tutorial and laboratory contact hours in a week. This weightage is also indicative of the academic expectation that includes in-class contact and self-study outside class hours.

Contact period per week	CREDITS
1 Lecture Period	1
1 Tutorial Period	1
2 Practical Periods (Laboratory / Seminar / Project Work/Case Study etc.)	1
Internship Training (Four Weeks)	1

Lectures	:	1 contact hour per week per semester is assigned one credit.
Tutorials	:	1 contact hours per week per semester is assigned one credit.
Practical Laboratory	:	Two Laboratory hours per week per semester is assigned one credit
Industrial Case Study	:	Two practice hours per week per semester is assigned one credit
Project Work	:	Five Practical hours per week is assigned one credit

#### 4.4 Credit System

All the Post Graduate Degree programmes offered in the Institution are in semester pattern and organized around the Credit system of study. A student is allowed to attend classes in a course and earn credit for it, only if he/she has registered for that course. The credit system enables continuous evaluation of student's performance/progress and flexibility to allow him/her to progress at an optimum pace suited to his/her ability or convenience, subject to fulfilling minimum requirements for continuation.

Practical Training / Industrial Training/ Internship Training if specified in the Curriculum should be organized by the Head of the Department / Institution for a minimum duration of four weeks.

Student's performance/progress is measured by the number of credits that he/she has earned, i.e., completed satisfactorily. Based on the course credits and grades obtained by the student, grade point average is calculated.

All programmes are defined by the total credit requirement and a pattern of credit distribution over courses of different categories. The Total credit requirements for different programmes are given in clause 5.4.

#### 4.5 Electives

Electives are named as Program/Professional Electives and Open electives. Program/Professional Electives are those which are offered by the parent department of the student. The Open electives are those offered by departments other than the parent department.

Every student of M.E./M.Tech is required to opt for **FIVE** Program Electives as prescribed in the curriculum. The electives shall be selected from the list of electives (Group 1 and Group 2) relating to his/her parent department as given in curriculum. The students shall select 3 electives form Group 1 and 2 from group 2. 15 credits to be earned by him/her under this category.

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Every student of M.E./M.Tech has to take **ONE** elective paper from the list of open elective subjects offered by the departments of M.E./M.Tech programme with a total of 3 credits during his/her course of study as given in curriculum.

Every student of M.B.A. shall opt for two elective streams out of the four elective streams (Finance, Human Resource, Marketing and General Management) and should opt for six courses in each of the chosen two elective streams, thus choosing thirteen elective courses in all.

#### **4.6 Mini Project**

This course will be done during the second semester of the postgraduate Programme. A mini- project will be a regular course to conduct a design and fabrication type project. The student and teacher would decide upon the topic, prepare a plan of work and get the approval of the Course coordinator before the end of the semester when the course is registered for. The duration of the course will be the entire semester. A project report is to be submitted by the student at the completion of the course. The student's performance will be evaluated by the departmental committee through mid-semester presentations and final evaluation

#### **4.7 Project Work/Dissertation**

- 4.7.1 Every student will have to undertake suitable projects in department/industry/research organization in consultation with the Head of the Department and the faculty guide. The Project work for M.E./M.Tech Programme consists of Phase I and Phase II.
- 4.7.2 Every student shall undertake the Project Work Phase I during the third semester and the Project Work Phase II during the fourth semester. In case of M.E. / M.Tech, Programme candidates not completing Phase-I of project work successfully, the candidates can undertake Phase-I again in the subsequent semester. In such cases the candidates can enroll for Phase-II, only after successful completion of Phase-I and earning a minimum of 24 credits from first to third semester.
- 4.7.3 The Project Work shall be undertaken in an Industrial / Research Organization or in the College in consultation with the faculty guide and the HOD. In case of Project Work at Industrial / Research organization, the same shall be jointly supervised by a faculty guide and an expert from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress.
- 4.7.4 The project work (Phase II in the case of M.E./M.Tech) shall be pursued for a minimum of 16 weeks during the final semester.
- 4.7.5 Every candidate of M.B.A. shall undertake a project work during the Fourth Semester. The project work shall be undertaken in a manufacturing / service organization or in a Research Organization. All candidates must take a project full time for approximately 16 weeks.

#### **4.8 Audit Courses**

Audit /Self-study facility is open to all students. A student will be permitted to do two audit /self-study courses to obtain the degree. The student cannot opt for the same course repeatedly. No credit will be given for the audit course. However, the students

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must complete the course and submit the certificate obtained from the premier institutions.

#### **4.9 Industrial Case Study**

Industrial Case Study shall be a regular departmental credit course to be done typically during the semester I and semester II. Student has to identify an industrial problem and propose a solution to it (or) study the industrial process and submit the report. A guide shall be nominated by the head of the department to monitor the progress and the report shall be assessed by conducting the presentation at the end of the semester in the presence of internal and external examiner.

It may be the joint responsibility of the departments and the Placement & Training Cell to arrange for the suitable industry for all their students. If a student is interested in making his/her own arrangement for the practice, he/she will need to route the application through the department and P&T cell, and have the approval of the organization offering the practice.

#### **4.10 Internship–MBA**

Every candidate must undergo Internship training/ Mini project at the end of Second Semester for a period of four weeks. The candidate should do an organizational study/ research study in a manufacturing company or a service organization or a open study in case of mini project and the study shall be carried out under the guidance of a faculty member of the Department.

An internship training/Mini project report must be submitted by the students within 15 days from the commencement of the Third Semester. Evaluated reports should be sent to the controller of examinations by the Director through the Principal, before the last working day of the Third Semester. The assessment for the Internship Training will fall in the Third Semester.

#### **4.11 Value Added Courses**

The Students may optionally undergo Value Added Courses over and above the topics covered in the curriculum to obtain practical and industry specific knowledge. The credits earned through the Value Added Courses shall be over and above the total credit requirements prescribed in the curriculum for the award of the degree. One / Two credit courses shall be offered by a Department with the prior approval from the Head of the Institution. Students can take a maximum of two one credit courses / one two credit course during the entire duration of the Programme.

#### **4.12 Online Courses**

Students may be permitted to credit a maximum of two online courses (in his/her chosen area of specialization) subject to a maximum of six credits, with the approval of Head of the Institution in lieu of two professional elective courses. The Head of the Institution shall form a three member committee with members as HOD and a faculty member from the department of the student, HOD of any other branch of the Institution to ensure that the student has not studied such courses and would not repeat it again as Professional Core/Professional Elective courses. Suitable online courses shall be chosen from the SWAYAM platform.

#### 4.13 Course Coordinator

Every course is usually coordinated by a member of the teaching staff of the department, which is offering the course in a given semester. This faculty has the full responsibility of conducting the course, coordinating the work of the other members of the faculty as well as the teaching assistants involved in that course. For any difficulty related to a course, the student is expected to approach the respective course coordinator for advice and clarification.

### 5 DURATION AND STRUCTURE OF THE PROGRAMME

5.1 The minimum and maximum period for completion of the PG Programme are given below

Programme	Minimum No. of Semesters	Maximum No. of Semesters
M.E/M.Tech	4	8
MBA	4	8

5.2 The number of credits to be earned for the successful completion of the programme shall be as specified in the curriculum of the respective specialization of the P.G programme.

5.3 Each semester shall normally consist of 75 working days or 540 periods each of 50 minutes duration. The Head of the Department shall ensure that every faculty imparts instruction as per the number of periods specified in the syllabus and that the faculty teaches the full content of the syllabus for the course being taught.

5.4 The minimum prescribed credits required for the award of the degree shall be

PROGRAMME	PRESCRIBED CREDIT
M.E. / M.Tech.	68
M.B.A	102

### 6 COURSE ENROLLMENT AND REGISTRATION

6.1 Each student, on admission shall be assigned to a Faculty Advisor/Tutor (clause 8) who shall advice and counsel the student about the details of the academic programme and the choice of courses considering the student's academic background and career objectives.

6.2 Every student shall enroll for the course of the succeeding semester in the current semester. However, the student shall confirm the enrolment by registering for the courses within the first five working days after the commencement of the concerned semester.

6.3 After registering for a course, a student shall attend the classes, satisfy the attendance requirements, earn Continuous Assessment marks and appear for the Semester End Examinations.

6.3.1 Each student on admission shall register for all the courses prescribed in the curriculum in the student's first Semester of study. The enrolment for all the courses

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of the subsequent semester will commence 10 working days prior to the last working day of on-going semester. The student shall confirm the enrolment by registering for the courses within the first five working days after the commencement of the Semester II. However, the student is allowed to register for courses for which the student has not enrolled, if these are the courses in which the student has failed.

- 6.3.2 The enrolment for the courses of the Semesters III to IV will commence 10 working days prior to the last working day of the preceding semester. The student shall enroll for the courses with the guidance of the student's Faculty Advisor.

#### **6.4 Reappearance Registration**

- 6.4.1 If a student fails in a theory course, the student shall do reappearance registration for that course in the subsequent semester and attend the Semester End Examinations.
- 6.4.2 The student who fails in any Laboratory Course/ Project work / Seminar and any other Industrial practice course shall register for the same in the subsequent semester, when offered next, and repeat the course.

#### **6.5 Overlapping/Equivalent courses**

A student is not allowed to earn credits from two overlapping/equivalent courses. Wherever the course has overlapping/equivalent course, it is mentioned clearly along with that course.

#### **6.6 Registration for Industrial Case Study**

Before proceeding for Industrial Case Study as a part of the curricular requirement, the students should register for the course after obtaining approval from the training coordinator and head of the department.

### **7 ATTENDANCE REQUIREMENTS FOR APPEARING IN THE SEMESTER END EXAMINATIONS**

A candidate who has fulfilled the following conditions shall be deemed to have satisfied the Attendance requirements for completion of the courses of a Semester.

- 7.1 Ideally, every student is expected to attend all classes and earn 100% attendance. However, in order to allow provision for certain unavoidable reasons, the student is expected to earn a **minimum of 75% overall attendance** (total number of periods attended by the student in all courses as against the total number of periods offered in all courses during that semester) to become eligible to write the Semester End Examinations.

Therefore, every student shall secure not less than 75% of overall attendance in that semester as per clause 5.3.

- 7.2 However, a candidate who secures overall attendance between **65% and 74%** of the current semester due to medical reasons (prolonged hospitalization / accident / specific illness) and/or participation in co-curricular, extra-curricular events may be permitted to appear in the current semester examinations subject to the condition that the student submits the medical certificate / sports participation certificate to the Head of the Institution. The same shall be forwarded to the Controller of Examinations of the college for record purposes.



**7.3** Candidate who could secure **less than 65%** overall attendance and candidates who do not satisfy the clauses 7.1 & 7.2 will not be permitted to write the Semester End Examinations of that semester and are not permitted to go to next semester. They are required to repeat the incomplete semester in the next academic year.

**7.4** Notwithstanding the said provisions, a student will be deemed to have completed the course of any semester only if the student's progress and conduct has been satisfactory.

## **8 FACULTY ADVISOR /TUTOR**

To help the students in planning their courses of study and for general advice on the Academic Programme, the Head of the Department will attach a maximum of 18 students to a Teacher of the Department who shall function as Faculty Advisor/Tutor for those students throughout their period of study. The Faculty Advisor/Tutor shall advise the students and monitor the courses taken by the students, check the Attendance and Progress of the students attached to him/her and counsel them periodically. If necessary, the Faculty Advisor/Tutor may also discuss with or inform the parents about the progress of the students. The Advisor shall

- a) Act as the channel of communication between Head of the Department and the students of the respective class
- b) To help the chairperson of the Class committee in planning and conduct of the class committee meetings.
- c) To monitor the academic performance of the students including attendance and to inform the class committee.

## **9 CLASS COMMITTEE**

**9.1** A Class Committee consists of faculty members of all the courses offered to the concerned class, student representatives from that class 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,

- i. Solving problems experienced by students in the classroom and in the laboratories
- ii. Clarifying the regulations of the programme and the details of rules therein
- iii. Informing the student representatives, the Academic schedule, including the dates of assessments and the syllabus coverage for each assessment period.
- iv. Informing the student representatives, the details of regulations regarding the weightage used for each assessment. In the case of practical courses (laboratory / Project work / Mini Project/ Industrial Case Study/ Internship Training,etc.)the breakup of marks for each Experiment/Exercise/Module of work, shall be clearly discussed in the class committee meeting and informed to the students.
- v. Analyzing the performance of the students of the class after each test and finding the ways and means of solving academic problems of the students, if any
- vi. Identifying the weak students, if any, in any specific subject and arrange

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to provide some additional help or guidance or coaching to such weak students as frequently as possible.

- 9.2** The Class committee for a class is normally constituted by the Head of the Department. The class committee for open elective courses will be constituted by the Head of the department which offers the course. (A class is one in which group of student's study course/s of a particular semester.)
- 9.3** The class committee shall be constituted before commencement of every Continuous Internal Assessment Tests.
- 9.4** At least 4 student representatives (proportionate to the strength of boys and girls) shall be included in the Class committee. Two students having CGPA above average, two students having average CGPA, two students having CGPA less than average may be nominated as the class committee members. 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 at suitable intervals.
- 9.5** The chairperson of the class committee may invite the Faculty advisor(s) and the Head of the Department to the meeting of the class committee.
- 9.6** The Head of the Institution may participate in any class committee of the institution.
- 9.7** The chairperson is required to prepare the minutes of every meeting, submit the same to the Head of the Institution 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.
- 9.8** During these meetings the student members, representing the entire class, shall meaningfully interact and express the opinions and suggestions of the class students to improve the effectiveness of the teaching-learning process.

## **10 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 depending upon whether all the teachers 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 internal assessment test(s).

## **11 ASSESSMENT PROCEDURES FOR AWARDING MARKS**

All B.E./B.Tech Programmes consist of Theory Courses, Laboratory Courses, Lab cum Theory Courses, Mini Projects, Industrial Field Training Course, Mandatory Courses and Industrial project. Appearance in End Semester Examinations is mandatory for courses including Theory, Laboratory, Lab cum Theory Courses and Industrial project work.

Performance in each course of study shall be evaluated based on (i) Continuous assessments throughout the semester and (ii) End Semester Examinations at the end of the semester.

For all the theory courses, laboratory courses, theory courses with laboratory component and project work the continuous assessment shall be awarded as per the procedure given below

### 11.1 Assessment for 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).

<b>Assessment I (100 Marks)</b>		<b>Assessment II (100 Marks)</b>		<b>Total Internal Assessment</b>
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.*

A minimum of two 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 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.

In case a student misses the assessment 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 Chairman, Sports Board a Reassessment may be conducted before the end of the semester after getting approval from the Head of the Department.

### 11.2 Assessment for Laboratory 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 experiment / exercise and records are 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 (100 Marks)*</b>	
Evaluation of Laboratory Observation, Record	Test
75	25

*\* Internal assessment marks shall be converted into 60 marks*

Rubrics will be framed by the course coordinator and duly approved by the Head of the Department.

### 11.3 Assessment for Theory cum Laboratory 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 courses and the second assessment (maximum mark is 100) will be similar to assessment of laboratory 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) (Theory Component)</b>		<b>Assessment II (60% Weightage) (Laboratory Component)</b>		<b>Total Internal Assessment</b>
Individual Assignment/ Case Study/ Seminar/ Mini Project	Written Test	Individual Assignment/ Case Study/ Seminar/ Mini Project	Written Test	
40	60	75	25	200*

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

The end semester examination is carried out only for theory.

### 11.4 Assessment for Project Work/ Dissertation

For project, there shall be three assessments (each 100 marks) during the semester by a review committee. The student shall make presentation on the progress made before the committee. The Head of the Department shall constitute a review committee for each programme. 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 60marks.

The student(s) is expected to submit the project report 15 calendar days before the last working day of the semester. The Semester End Examinations for project work shall consist of evaluation of the final project report submitted by the student by an external examiner followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the guide of the project group and an internal examiner. The Controller of Examinations shall appoint Internal and External Examiners for the Semester End Examinations of the Project Work.

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If the project report is not submitted on or before the specified deadline, an extension of time up to a maximum limit of 30 days may be given for the submission of project work with due approval obtained from the Head of the Department. If the project report is not submitted even beyond the extended time, then the student(s) is deemed to have failed in the Project Work. The failed student(s) shall register for the same in the subsequent semester, when offered next, and repeat the project work again. This applies to both Phase–I and Phase–II in the case of M.E. / M.Tech. Project Work and the Final Project work of M.B.A.

### **11.5 Assessment for Industrial Case Study/Internship**

The Industrial Case Study for the students of M.E./M.Tech shall carry 100 marks, of which, 60 marks shall be evaluated through continuous assessment and the remaining 40 marks shall be evaluated through End Semester Examination. Out of 60 continuous assessment marks, 30 marks are for identifying the industry problem and 30 marks are awarded based on the solutions presented before expert committee. The end semester exam marks are awarded based on the evaluation of case study report submitted by the student. The review panel may include an External Examiner (shall be an Industry Expert) and Internal Examiner nominated by the Controller of Examinations.

The Internship training/ Industrial Case Study for the students of M.B.A. shall carry 100 marks, of which 60 marks shall be evaluated through continuous assessment and the remaining 40 marks shall be evaluated through End Semester Examination. The continuous assessment marks of 60 shall be awarded for review and presentation. The end semester exam marks are awarded based on the evaluation of internship training report submitted by the student or the industrial case study published in national or international journal by the student. The review panel may include an External Examiner and an Internal Examiner nominated by the Controller of Examinations.

### **11.6 Assessment for Value Added Courses**

The one / two credit course shall carry 100 marks and shall be evaluated through continuous assessments only. Two Assessments as per the clause 11.1 or 11.2 shall be conducted by the Department concerned. The total marks obtained in the assessments shall be reduced to 100 marks and rounded to the nearest integer. A committee consisting of the Head of the Department, staff handling the course and a senior faculty member nominated by the Head of the Department shall do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA

### **11.7 Assessment for Audit Courses (M.E/M.Tech)**

Audit /Self-study course are mandatory for all students. A student will be permitted to do two audit /self-study courses to obtain the degree. The audit course shall be evaluated through continuous assessments only and the assessment method must be approved by the Head of the Department. A committee consisting of the Head of the Department, staff handling the course and a senior faculty member nominated by

the Controller of Examination shall carry out the evaluation process. The list of students along with the marks and the grades earned may be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of Semester End Examinations. No credit will be given for the audit course. However, a candidate has to secure pass in the audit course before the completion of the M.E/M.Tech programme. In case if a candidate fails, he/she has to Reappear and complete the course before the tenure of the programme.

### **11.8 Assessment for Online Courses**

Students may be permitted to credit two online courses (which are provided with certificate), subject to a maximum of six credits. The online course of 3 credits can be considered instead of one elective course. These online courses shall be chosen from the SWAYAM platform, provided the offering department conducts regular examination and provides marks. The credits earned shall be transferred and the marks earned shall be converted into grades and transferred, provided the student has passed in the examination as per the norms of the offering Institution. The details regarding online courses taken up by the student and marks/credits earned and the approval for the course from Head of the Institution shall be sent to the Controller of Examinations, in the subsequent semester(s) along with the details of the elective(s) to be dropped.

### **11.9 Out Bound Training/Rural Immersion Programme(MBA)**

Out bound training/rural immersion programme is a mandatory course and shall be done compulsorily by the students for a minimum duration of 2 days and a completion certificate should be sent to the controller of examinations. The student is expected to undergo one such training in the semester specified in the curriculum. In case of non-completion during that particular semester, it must be completed before the tenure of the programme after obtaining a special permission from the head of the department/institution/Controller of examination. The out bound training does not carry any credit.

**11.10** 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 (at least 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 record should be verified by the Head of the Department who shall keep this document in safe custody (for seven years). The records of attendance and assessment of both current and previous semesters should be available for inspection.

## **12 ATTENDANCE MARKS**

No marks are awarded for a student based on attendance. A student will be permitted to appear for the examination of a semester only if he/she has completed the study of that semester (clause7).

### 13 REQUIREMENTS FOR APPEARING IN THE SEMESTER END EXAMINATIONS

- 13.1** A candidate shall normally be permitted to appear for the Semester End Examinations of the current semester if he/she has satisfied the semester completion requirements as per section 7.
- 13.2** Further, registration in the Semester End Examinations is mandatory for all the courses of the current semester as well as for the arrear course(s), failing which the candidate will not be permitted to move to the next higher semester.
- 13.3** A student shall become eligible for appearing in end semester examination only after he/she has paid all the fee prescribed by the college before the commencement of semester end examinations which includes course fee (including arrear if any), hostel fee, examination fee and any other fee decided on time to time.
- 13.4** A student who has passed all the courses prescribed in the curriculum for the award of the degree shall not be permitted to re-enroll to improve his/her marks in a course or the aggregate marks /CGPA.

### 14 SEMESTER END EXAMINATIONS

- 14.1** The Semester End Examination for theory/ lab/ project courses will be of 3 hours' duration and shall normally be conducted between October and January during the odd semesters and between April and July during the even semesters. Semester End Examinations is mandatory requirement for passing the course and every student should appear for the examination for theory, laboratory, practical courses, internship training and project work.
- 14.1** The following will be the examination and continuous assessment weightages for different courses:

Course	Assessment Weightage, %	
	Continuous Assessment	End Semester Examination
		External
Theory courses	40	60
Theory cum Lab based	50	50
Laboratory based courses	60	40
Industrial case study	100	-
Project work / Mini-Project	60	40
Internship Training(MBA)	100	-
Audit Courses/Internship	100	-

- 14.2** If a student indulges in malpractice in any of the Semester End Examinations / Tests he/she shall be liable for punitive action as prescribed by the Enquiry Team Constituted by the Head of the Institution from time to time.

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## 15 PASSING A COURSE

- 15.1** A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End semester University Examinations] with a minimum of 45% of the marks prescribed for the end-semester University Examination, shall be declared to have passed the course and acquired the relevant number of credits. This is applicable for both theory and laboratory courses (including project work).
- 15.2** If a student fails to secure a pass in a theory course / laboratory course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination), then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the University end semester examinations alone.
- 15.3** If a student 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 will be awarded grade U. (Under normal circumstances).
- 15.4** A student who lacks in attendance or who fails to submit the report on the 4th 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 has been assessed as grade RA (Under normal circumstances) will have to register for the project at the beginning of a subsequent semester following the current semester, redo, and submit the project report at the end of that semester. Continuous Assessment marks earned earlier for the project will be discarded.
- 15.5** If a student fails to appear for the viva-voce examination after submitting the report on project work on the date specified by the college / department, he/she will be marked as absent for the project work. Such students will be allowed to appear for the viva-voce examination at the next earliest opportunity, the project being evaluated at that time. Continuous Assessment marks earned earlier for the project will be considered.

## 16 AWARD OF LETTER GRADES

The award of letter grades will be decided based on relative grading principle. The relative grading is applicable to ONLY those students who have passed the examination as per the passing requirements enumerated above. For those students who have not passed the examination, U shall be awarded as shown in the below Table.

For those students who have passed the course, the relative grading shall be done. The marks of those students who have passed only shall be inputted in the software developed for relative grading. The evolved relative grading method normalizes the results data using the BOX-COX transformation method and computes the grade range for each course separately and awards the grade to each student. For a given course, if the students' strength is greater than 30, the relative grading method shall be adopted. However, if the students' strength is less than 30 then the fixed grading shall be followed with the grade range as specified below.



<b>O</b>	<b>A+</b>	<b>A</b>	<b>B+</b>	<b>B</b>	<b>C</b>	<b>U</b>
91- 100	81-90	71-80	61-70	56-60	50-55	<50

The performance of a student shall be reported using letter grades, each carrying certain points as detailed below:

<b>Letter Grade</b>	<b>Grade Points*</b>
O (Outstanding)	10
A+ (Excellent)	9
A (Very good)	8
B+ (Good)	7
B (Average)	6
C (Satisfactory)	5
RA (Reappearance)	0
W (Withdrawal)	0

A student is deemed to have passed and acquired the corresponding credits in a particular course if he/she obtains any one of the following grades: "O", "A+", "A", "B+", "B", "C".

"U" denotes that the student has failed to pass in that course. "W" denotes withdrawal from the exam for the particular course. The grades U and W will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations.

## 17 GRADE SHEETS

After the publication of the results, each student will be issued individual grade sheet for each Semester containing the following information:

- The list of courses enrolled during the semester and the grade awarded.
- The Semester Grade Point Average (SGPA) and the cumulative Grade Point Average (CGPA) of all courses successfully cleared from First Semester onwards.
- Credits enrolled and credits earned up to the current semester.

Computation SGPA to be done by dividing the sum of Credit Point of all Courses by the total number of credits registered in a Semester, leading finally to CGPA for evaluating student's performance at the end of two or more Semesters cumulatively.

### Formula for SGPA & CGPA

$$SGPA = \frac{\text{Sum of (Credits assigned * Grade points acquired in each subjects)}}{\text{Sum of Credits assigned to the subjects}}$$

CGPA will be calculated in a similar manner, considering all the subjects registered from semester.

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

Where,

$C_i$  is the Credit assigned to the  $i^{\text{th}}$  subject

$GP_i$  is the grade point corresponding to the grade in  $i^{\text{th}}$  subject.

$n$  is the number of subjects registered during the particular semester in the case of SGPA and during all the semester in the case of CGPA

## 18 ELIGIBILITY FOR THE AWARD OF DEGREE

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

- i. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.
- ii. Successfully completed the course requirements, appeared for the Semester end examinations and passed all the subjects prescribed in all the 4 semesters within a maximum period (as per clause) reckoned from the commencement of the first semester to which the candidate was admitted.
- iii. No disciplinary action pending against the student.
- iv. The award of Degree must have been approved by the Syndicate of the University.

## 19 CLASSIFICATION OF THE DEGREE AWARDED

### 19.1 FIRST CLASS WITH DISTINCTION

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

- i. Should have passed the examination in all the courses of all the four semesters in the student's **First Appearance** within **three** years, which includes authorized break of study of one year. **Withdrawal from examination** (Clause 20) will not be considered as an appearance.
- ii. Should have secured a CGPA of not less than **8.50**
- iii. Should NOT have been prevented from writing Semester End Examinations due to **lack of attendance** in any of the courses.

### 19.2 FIRST CLASS

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

- i. Should have passed the examination in all the courses of all four semesters within three years, which includes one year of authorized break of study (if availed) or prevention from writing the Semester End Examinations due to lack of attendance (if applicable).
- ii. Should have secured a CGPA of not less than **6.5**

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### **19.3 SECOND CLASS**

All other students (not covered in clauses 20.1 and 20.2) who qualify for the award of the degree (Clause 19) shall be declared to have passed the examination in **Second Class**.

- 19.4** A student who is absent in Semester End 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 Semester End Examinations as per clause 19) for the purpose of classification.

### **19.5 Photocopy/Revaluation**

When the semester results are published and in case any candidate feels aggrieved, he / she can request for rechecking of answer scripts of the respective semester examinations. The candidate is also required to pay a nominal fee, as prescribed by COE office, for rechecking of the answer sheet. The candidate has to submit a request to the Head of the Institution within a week from the publication of the results. After rechecking the answer scripts, if a student feels that he is deserved for a different grade other than what he has been awarded, he can apply for revaluation. When the revaluation is completed the result will be published. Revaluation will be allowed only for theory courses. Revaluation is not permitted for practical courses, industrial case study, practical training and for project work

## **20 WITHDRAWAL FROM EXAMINATION**

- 20.1** A student may, for valid reasons, be granted permission to withdraw from appearing for the examination in any course or courses of only one semester examination. Also, only one application for withdrawal is permitted for that semester examination in which withdrawal is sought.
- 20.2** Withdrawal application shall be valid only if the student is otherwise eligible to write the examination and if it is made prior to the commencement of the examination in that course or courses and also recommended by the Head of the Department and approved by the Controller of Examinations.
- 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** Withdrawal shall not be considered as an appearance for deciding the eligibility of a student for First Class with Distinction.

## **21 TEMPORARY BREAK OF STUDY FROM A PROGRAMME**

- 21.1** A student is not normally permitted to temporarily break the study. However, if a student intends to temporarily discontinue the programme in the middle for valid reasons (such as accident or hospitalization due to prolonged ill health) and to rejoin the programme in a later respective semester, he/she shall apply to the Head of the Institution through the Head of the Department by stating the reasons.
- 21.2** A student is permitted to rejoin the programme at the respective semester as and when it is offered after the break subject to the approval of Directorate of Technical Education / affiliating University.

- 21.3** The conditions specified for passing all the courses for the purpose of classification (clause 20) shall be applicable to such break of study permitted.
- 21.4** The student permitted to rejoin the Programme after the break shall be governed by the Curriculum and Regulations in force at the time of rejoining. Such students may have to do additional courses as prescribed by the COE/ Head of the Institution if the Regulation warrants.
- 21.5** The total period for completion of the programme reckoned from, the commencement of the semester to which the student was first admitted shall not exceed the maximum period (clause 5) irrespective of the period of break of study in order that he/she may be qualified for the award of the degree.
- 21.6** If any student is detained for want of requisite attendance, progress and conduct, the period spent in that semester shall not be considered as authorized 'Break of Study'.

## **22 DISCIPLINE**

Every student is expected to observe discipline and decorum both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the College. Any act of such indiscipline / misbehavior including unfair practice in the class / laboratory / Semester End Examinations will be dealt with by the disciplinary committee of the college. Based on the committee report, Head of the Institution / Management will take suitable action.

## **23 REVISION OF REGULATIONS AND CURRICULUM AND SYLLABI**

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