

ACADEMIC REGULATIONS AR 2022

Undergraduate Programs
Version 1.0 / 2022

**Inspiring Education Through
Innovation**



**Prince Shri Venkateshwara
Padmavathy Engineering College
(Autonomous)**

Chennai - 600127

www.psvpec.in

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PSVPEC'S VISION

To be a prominent institution for technical education and research to meet the global challenges and demand for the societal needs.

PSVPEC'S MISSION

- To develop the needed resources and infrastructure, and to establish a conducive ambience for the teaching- learning process.
- To nurture in the students, professional and ethical values, and to instil in them a spirit of innovation and entrepreneurship.
- To encourage in the students a desire for higher learning and research, to equip them to face the global challenges.
- To provide opportunities for students to get the needed additional skills to make them industry ready.
- To interact with industries and other organizations to facilitate transfer of knowledge and know- how.

**PRINCE SHRI VENKATESHWARA PADMAVATHY ENGINEERING COLLEGE
CHENNAI – 600127**

AUTONOMOUS COLLEGE UNDER ANNA UNIVERSITY, CHENNAI

REGULATIONS 2022

CHOICE BASED CREDIT SYSTEM

COMMON TO ALL B.E. / B.TECH DEGREE FULL-TIME PROGRAMMES

The Regulation 2022 includes various components of Choice Based Credit System (CBCS) and Outcome Based Education. This regulation is applicable to the students admitted to B.E./B.Tech programmes at Prince Shri Venkateshwara Padmavathy Engineering College (Autonomous) from the academic year 2022-2023 onwards.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless otherwise specified:

I) “University” means ANNA UNIVERSITY, CHENNAI.

II) “Programme” means a degree programme that is B.E./B.Tech degree programme.

III) “Specialization/Branch/Discipline” means specialization or branch of B.E./B.Tech. degree programme, like Mechanical Engineering, Information Technology, etc.

IV) “Course/Subject” means a theory or Laboratory subject that is normally studied in a semester, like Mathematics, Physics, etc.

V) “Chair Person” means the Head of the Department of the Board concerned.

VI) “Head of the Institution” means the Principal of the College/Institution.

VII) “Head of the Department” means head of the Department concerned.

VIII) “Dean-Academics” means the authority of the college who is responsible for all the Academic activities for the implementation of relevant rules and Regulations.

IX) “Controller of Examinations” means the authority of the College, who is responsible for all activities of the Examinations Centre.

X) “College” means Prince Shri Venkateshwara Padmavathy Engineering College (Autonomous).

XI) “Regulations” means a manuscript that contains the principles and standards designed to control or govern the conduct or provide direction at a more detailed level.

XII) “Choice Based Credit System (CBCS)” The CBCS provides choice for students to select from the prescribed courses (elective or soft skill courses).

XIII) “Credit” A unit by which the course work is measured. It determines the number of hours of instructions required per week. One credit is equivalent to one hour of teaching (lecture or tutorial) or two hours of Laboratory work/field work per week.

XIV) “Grade Point” It is a numerical weight allotted to each letter grade on a 10 Point scale.

XV) “Grade Point Average (GPA)” 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 and the total course credits taken during that semester.

XVI) “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 and the sum of the total credits of all courses in all the semesters.

2. ADMISSION ELIGIBILITY CRITERIA

2.1 First Semester Admission

Students seeking admission to the first semester of the eight semesters B.E./ B.Tech. Degree Programme:

i) Should have passed the Higher Secondary Examinations of (10+2) Curriculum (Academic Stream) prescribed by the Government of Tamil Nadu with Mathematics, Physics and Chemistry as three of the four subjects of study under Part-III or any examination of any other University or authority accepted by the Syndicate of Anna University as equivalent thereto.

(OR)

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

2.2 Lateral entry admission

i) The students who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education, Tamil Nadu or its equivalent are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech., in the branch corresponding to the branch of study.

(OR)

ii) The students who possess the Degree in Science (B.Sc.) (10+2+3 stream) with Mathematics as a subject at the B.Sc. Level are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech.

Such students shall undergo two additional Engineering subject(s) in the **third and fourth semesters** as prescribed by the Board of Studies.

3. ACADEMIC PROGRAMMES

3.1 Nomenclature of Programmes

The following Programmes and Branches of study approved by Anna University, Chennai and All India Council for Technical Education, New Delhi, are offered by the College.

- i. Bachelor of Engineering (B.E.) and
- ii. Bachelor of Technology (B.Tech)

The branch/subject of specialization, if any, shall be indicated in brackets after the abbreviation; e.g., B.E. (Mechanical Engineering).

3.2 Bachelor of Engineering (B.E.) degree programmes offered in

- 1. Civil Engineering
- 2. Computer Science and Engineering
- 3. Electronics and Communication Engineering
- 4. Electrical and Electronics Engineering
- 5. Mechanical Engineering

3.3 Bachelor of Technology (B.Tech) degree programme offered in

- 1. Information Technology

4. STRUCTURE OF PROGRAMMES

4.1 Academic Calendar

For all the eight semesters a common academic calendar approved by Dean (Academics) shall be followed in each semester by having sixteen weeks of instruction, one week for the conduct of Laboratory exams and with three weeks for theory examinations and evaluation. Dates for registration, sessional and end semester examinations shall be notified in the academic calendar of every semester. The schedule for the conduct of all the curricular, co-curricular and extra-curricular activities shall be notified in the semester planner.

4.2 Curriculum and Courses

Each B.E. / B.Tech. programme shall have a curriculum comprising courses of study with the prescribed syllabi. Each course is assigned with certain number of credits based on contact hours with details on L-T-P-C (L-Lecture, T-Tutorial, P-Practical, C-Credit).

4.3 Categorisation of Courses

Syllabi of every programme will comprise of theory, theory cum Laboratory, Laboratory courses in each semester, Laboratory cum theory, professional skills training/industrial training, project work, internship, etc that have been approved by the respective Board of Studies and Academic Council of the College. All the programmes have well defined Programme Outcomes (PO), Programme Specific Outcomes (PSO) and Programme Educational Objectives (PEOs) as per the norms on Outcome Based Education (OBE).

The content of each course is designed based on the Course Outcomes (CO). The courses shall be categorized as follows:

- i. **Humanities, Social Sciences and Management (HS)** courses including Management Courses, Engineering Ethics, Technical English, Communication Skills, Universal Human

Values and Yoga & Values for Holistic Development.

ii. **Basic Science (BS)** courses include Mathematics, Physics, Chemistry and Environmental Science and Engineering etc.

iii. **Engineering Sciences (ES)** courses include Engineering practices, Engineering Graphics / Drawing, Basics of Electrical / Electronics / Mechanical / Computer Engineering, Instrumentation etc.

iv. **Professional Core (PC)** courses include core courses relevant to the chosen specialization/branch.

v. **Professional Elective (PE)** courses include elective courses offered by the department, dealing with various aspects of application or new development or both related to the chosen branch of study.

vi. **Open Elective (OE)** courses include the courses offered across all disciplines. Any student is permitted to register for these courses. There will be a pool of open elective courses offered by different departments for the students to choose from. The number of open electives in a curriculum shall be a maximum of four, which can be offered during semesters 5 to 8. A minimum of two open electives shall be studied by a student during his / her period of study.

****Proper choice of professional elective courses or open elective courses across Semesters V to VIII will enable students to specialize in an emerging area within their chosen field of study. The concerned Class counselors / Faculty Mentors concerned are to guide the students in making the appropriate choices.**

vii. **Skill Enhancement and Employability Development (SEED)** courses offered such as Project work phase I, Project work Phase II, mini project, Professional Skills/Industrial Training, Language Elective, Research training and Internship / In-plant Training in reputed Government Industry or elsewhere, etc. These are the Mandatory courses and can be a credit or non-credit courses.

Among the above courses, professional skills/industrial training, programming languages are the one credit courses which are required to be completed to fulfill the degree requirements but not considered for GPA or CGPA calculations. Apart from the courses like project work, mini project and internship/in-plant training, a minimum of 2 mandatory courses shall be included in the curriculum of study and the number of hours allotted for each course will be 30 in a semester. For the SEED courses of mini project/innovative mini project, project work phase I and project work phase II, the following credits are assigned and considered for GPA and CGPA calculations.

| Sl. No | Course Name | Credits Assigned |
|--------|---------------------------------------|------------------|
| 1 | Mini project / innovative miniproject | 2 |
| 2 | Project Work – Phase 1 | 3 |
| 3 | Project Work – Phase 2 | 6 |

viii. Research and Innovation Skills for Entrepreneurship Development (RISE) courses like NPTEL course, Design thinking and Entrepreneurship - These are non-credit courses and the successful completion of the courses will be included as part of innovative assignment.

ix. Audit Courses (AC) Include the courses such as Constitution of India and freedom movement, Essence of Indian Traditional Knowledge, etc. is a mandatory non-credit course.

x. Online Courses (OC) Students may be permitted to credit a maximum of two online courses, subject to a maximum of six credits, with the approval of the Head of the Institution through Dean (Academics), in lieu of open elective / professional elective courses. Dean (Academics) shall form a committee with members as HOD 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/Open Elective courses. Suitable online courses shall be chosen from the SWAYAM platform. These courses have to be approved by the respective BoS.

xi. Student Induction Programme (SIP) for students shall be offered right at the start of first year for all B.E/B.Tech programmes. The college conducts induction programme as per the norms prescribed by AICTE. The purpose of Student Induction Programme is to help new students adjust and feel comfortable in the new environment, inculcate in them the ethos and culture of the college, help them build bonds with other students and faculty members, and expose them to a sense of larger purpose and self-exploration.

At the start of the induction, the new students learn about the college policies, processes, practices, culture and values, and their mentor groups are formed. The programme comprises of physical activity, creative arts, universal human values, lectures by eminent people, visits to local areas, presentation of college facilities, familiarization to department and Innovations etc.

The curriculum of B.E./B.Tech. programme has different categories of courses as mentioned above. For a total of 160 – 179 credits the indicative credit distribution among the categories is listed below for all the programs:

| Abbreviation | Categories of Courses | Credit Range |
|--------------|--|--------------|
| HS | Humanities and Social Science Courses | 11-15 |
| BS | Basic Science Courses | 19-25 |
| ES | Engineering Science Courses | 20-27 |
| PC | Professional Core Courses | 58-75 |
| PE | Professional Elective Courses | 18-20 |
| OE | Open Elective Courses | 9-12 |
| SEED (MC) | Skill Enhancement and Employability Development Courses (Mandatory Credit Courses) | 20-25 |

| | | |
|------------|--|----|
| SEED (MNC) | Skill Enhancement and Employability Development Courses (Mandatory Non-Credit Courses) | 0 |
| RISE (MNC) | Research and Innovation Skills for Entrepreneurship Development (Mandatory Non-Credit Courses) | 0 |
| AC | Audit Courses | 0 |
| OC | Online Courses | 6* |
| SIP | Student Induction Programme | 0 |

*Alternate to the Core / Elective courses prescribed in the respective curriculum

The total credits range shall be between 160 and 179. As per AICTE Model Curriculum minor variations are allowed as per need of the respective disciplines

4.4 Personality and Character Development / Social Responsibility

All students shall enroll, on admission, in any one of the personality and character development programmes NCC/NSS/NSO/YRC and undergo training / conduct activities for about 80 hours and attend a camp of about seven days. The training shall include classes on hygiene and health awareness and also training in first-aid. Alternately, activities of science, literature and arts also help for personality and character development. So, students shall conduct and participate actively in Science club/Literary Forum/Fine Arts activities for 80 hours and participate in at least ONE event. Completion of one of the above activities is mandatory for the award of the Degree.

National Cadet Corps (NCC) will have about 20 parades.

National Service Scheme (NSS) will have social service activities in and around the College / Institution.

National Sports Organization (NSO) will have Sports, Games, Drills and Physical exercises.

Youth Red Cross (YRC) will have activities related to social services in and around College/Institution.

While the training activities will normally be during weekends, the camp will normally be during vacation period.

Science club shall organise activities of popularisation of science and scientific temper through activities related to astronomy, works of great scientists from India and abroad, observing National Science Day, etc.

Literary Club like 'Tamil Ilakkiya Mandram' shall be formed, which shall organise colourful literary events to propagate good humanist values, morals and ethics reflected in the literature.

Fine Arts Club like music, painting and documentary films with social themes shall be encouraged.

Students shall conduct and participate actively in Eco Club/Women Empowerment

Club/Shakespeare English Club/ Ramanujan Maths Club/Health Club/Tribal Club activities, etc.

Students who enroll and take active participation in anyone of the above activities for 80 hours and participate in at least one event/programme will be given a certificate by the Head of the Institution and the copy of the same shall be forwarded to the Controller of Examinations for the purpose of record and scrutiny.

No fee shall be charged for all these activities.

4.5 Credit Assignment

The number of credits to complete the B.E. / B.Tech programme is 160 - 179. Each course is assigned certain number of credits as follows:

| Contact period per week | Credits |
|-----------------------------|---------|
| 1 Lecture / Tutorial Period | 1 |
| 2 Practical Periods | 1 |
| 2 Project Work Periods | 1 |

*1 Period = 50 minutes duration

4.6 Medium of Instruction

The medium of instruction is English for all courses, examinations, seminar presentations and project reports except for courses in languages other than English.

5. DURATION OF THE PROGRAMME

5.1 A student is ordinarily expected to complete the B.E. / B.Tech. Programme in 8 semesters (for HSC students) and 6 semesters (for Lateral Entry students) but in any case not more than 14 Semesters for HSC (or equivalent) students and not more than 12 semesters for Lateral Entry students.

5.2 . A semester will normally consist of 90 working days including the examination period but not less than 75 working days. In any case, the number of class hours mentioned in the curriculum will be completed as per the credits assigned.

5.3 The Head of the Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods.

6. COURSE REGISTRATION

6.1 A Faculty Mentor is assigned for 15 students on admission. A Faculty Mentor 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 Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6 credits (vide

clause 7.3.3). The courses dropped in earlier semesters can be registered in the subsequent semesters when offered.

The registration details of the student shall be approved by the Head of the Institution and forwarded to the Controller of Examinations. This registration is for undergoing the course as well as for writing the End Semester Examinations.

The courses that a student registers in a particular semester may include

- i. Courses of the current semester.
- ii. Courses dropped in the lower semesters and
- iii. Courses advanced to Semester VI and VII from Semester VIII (as per clause 7.3.3)

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

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

6.4 No Elective course shall be offered by a Department unless a minimum of 20 students register for that course. However, Head of the Institution shall approve for a registration in case of specific requirements like placement opportunities, higher studies etc., as a special case.

6.5 If a student fails to secure a pass in courses in any semester, student is allowed to register for the same in the subsequent semesters as arrear examination.

6.6 If a student fails to secure a pass in any courses in 8th semester, student is allowed to register for the same in the same semester as supplementary examination.

6.7 The students who need to reappear for the courses which have only continuous assessment shall enroll for the same in the subsequent semester, when offered next, and repeat the course. In this case, the student shall attend the classes, satisfy the attendance requirements and earn continuous assessment marks. This will be considered as an attempt for the purpose of classification.

6.8 If a student is prevented from writing end semester examination of a course due to lack of attendance, the student has to attend the classes, when offered next, and fulfill the attendance requirements and earn continuous assessment marks. If the course, in which the student has a lack of attendance, is an elective, the student may register for the same when offered next or any other elective course in the subsequent semesters and that will be considered as an attempt for the purpose of classification.

6.9 Any second attempt for appearing for any examination in any semester will be construed as reappearance and will affect the category of classification of Degree.

7.CREDIT STRUCTURE

7.1 Each course offered is given a L-T-P structure, depending on the number of lecture periods(L), number of tutorial periods (T) and number of periods for practical (P) required per week for an efficient teaching – learning process. A student is expected to put in his/her own efforts in proportion with periods spent in classroom, as defined in L-T-P

structure. On successful completion of the course a student is said to have earned a specified number of credits defined for each course.

7.2 The curriculum for a semester shall normally have a blend of 5 or 6 theory courses and 2 or 3 laboratory courses. In addition, SEED Courses (Clause 4.3 / 7.4) may also be included. However, the total number of courses per semester shall not exceed 10 (including SEED).

7.3 A student has to earn the total number of credits specified in the curriculum of the respective programme of study in order to be eligible to obtain the degree.

7.4 Courses for Skill and Competency Development

7.4.1 Mandatory Credit Courses: A student shall be offered with the employability enhancement courses like project work, internship, professional skills training/industrial training, In-plant training, etc. during the programme to gain/exhibit the knowledge/skills.

7.4.2 Skill Enhancement and Employability Development Courses (SEED):

A student may be offered appropriate training courses imparting programming skills, communication skills, problem solving skills, aptitude skills etc. It is offered in two phases as phase I in third semester and phase II in forth semester vacation periods and each phase can carry one credit.

Meeting with the industry requirements/research organizations as well as to reduce the gap between industry- academia-research organizations, a student may be allowed to go for training at National or state level research organizations or national level recognized industries for arequired period of two weeks in third semester or fifth semester vacation period. Such student can earn one credit for this training course. The credits earned through these mandatory courses will be indicated in the grade sheet and will not be considered for CGPA calculation.

7.4.2.1 Industrial visit: Every student is required to go for at least one Industrial Visitevery semester starting from the second year of the Programme. The Heads of Departments shall ensure that necessary arrangements are made in this regard. No credit will be assigned for industrial visit.

7.4.2.2 Project work: The student shall register for Project Work-I in pre-final semester and Project Work-II in final semester. Project work may be allotted to a single student or to a group of students not exceeding 4 per group. Project Work-II may/may not be a continuation of Project Work-I. If Project Work II is not a continuation of Project Work I, then the topic and constitution of the project team members need not be the same.

7.4.2.2.1 Project Work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree or (ii) Ph.D. degree.

7.4.2.2.2 The Project Work-II carried out in industry/academic/research institutions need not be a continuation of Project Work-I. In such cases, Students shall take up innovative and advanced research topics for project work phase II at the industries along with the full semester internship (FSI) in the same industry. However, students should take prior

permission, if student is interested to take up both the above said courses and shall submit separate report. Provided the Project Work-II shall be jointly supervised by a supervisor of the department and an expert as a joint supervisor 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. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Head of the Institution and suitable record of the meetings shall be maintained.

7.4.2.2.3 The Head of the Institutions shall constitute a review committee for Project Work for each programme. The review committee consists of supervisor, an expert from the Department and a project coordinator from the Department. If the project coordinator/expert member happens to be the supervisor, then an alternate member shall be nominated. In the case of Industrial Project, the review committee shall have the supervisor, the coordinator from industry and the project coordinator from the Department.

There shall be three reviews during the semesters VII and VIII by the review committee. The student shall make presentation on the progress made by him / her before the committee. The total marks obtained in the three reviews shall be reduced for 40 marks and rounded to the nearest integer (as per the scheme given in 12.4.4).

The project report shall carry a maximum of 20 marks. The project report shall be submitted as per the approved guidelines as given by the Dean (Academics). Same marks shall be awarded to every student within the project group for the project report. The viva-voce examination shall carry 40 marks. Marks are awarded to each student of the project group is 0 based on the individual performance in the viva- voce examination.

| Review I | Review II | Review III | End Semester Examinations | | | | |
|----------|-----------|------------|---------------------------|----------|-----------------------|----------|------------|
| | | | Project Report | | Viva-Voce Examination | | |
| 10 | 15 | 15 | Internal | External | Internal | External | Supervisor |
| | | | 10 | 10 | 10 | 20 | 10 |

7.4.2.2.4 The last date for submission of the project report is on the last working day of the semester. If a student fails to submit the project report on or before the specified deadline, it will be considered as fail in the Project Work – Phase II and the student shall re-register for the same in the subsequent semester. If a student did not appear for viva-voce examination after the submission of the project report on or before the specified deadline, the student is eligible for withdrawal (as per clause 12.5) and student shall register for the same in the supplementary examination.

7.4.2.3 Mini project: The curriculum offers Mini Project for the students during 6th semester. They will be divided into batches and the report will be evaluated by a committee as nominated by the Head of the Department and approved by the Head of the Institution.

7.4.2.4 Internship:

Students are allowed to undergo 2, 4 or 6 weeks of internship at research organizations / reputed academic institutions / reputed industries between Semesters 5 and 6, between Semesters 6 and 7 and between Semesters 7 and 8 during the summer/winter vacation and can earn 1, 2 or 3 credits respectively. The industry/organization is to be selected with the approval of the Head of the Department. The internship has to be taken on a continuous basis for the periods mentioned and in the same organization or organizations that are similar to those of the previous internship(s).

| Duration of the Internship | Credits |
|----------------------------|---------|
| 2 Weeks* | 1 |
| 4 Weeks | 2 |
| 6 Weeks | 3 |

***1 week = 40 Internship Hours**

If the student earns three credits in Industrial Training/ Internship, the student may drop one Professional Elective (only one professional elective can be dropped). In such cases, Industrial Training / Internship need to be undergone continuously from one organization or with a combination one two week and one four week from one/two organizations. However, if the number of credits earned is 1 or 2, then these credits shall not be considered for classification of the degree. Students shall get permission from the Head of the Institution for taking Industrial Training/Internship and the Certificate of completion of Industrial Training / Internship shall be forwarded to the COE.

7.4.2.5 Language Electives: This is a mandatory non-credit course, and is offered to enable the students to take up foreign language (French/Spanish/ Japanese/German) during third semester. All these courses are offered in Synchronous Online / Offline mode of delivery and the assessment and evaluation procedure will be approved by the Head of the Institution.

7.4.2.6 Full Semester Internship (FSI)

Students shall undergo FSI programme at industries during 8th semester to get practical insights relevant to their core branch of engineering or in allied branches of study under the guidance of expert members from the institution and at industries. The student shall register their choice of interest for FSI in the beginning of 5th semester with Training and Placement Cell. Those who undergo FSI in 8th semester shall take up the Project work during the 7th semester along with the respective theory courses. In case of those students who could not appear/fail in the semester end FSI assessment, will be given chance to appear for the immediate supplementary examination.

7.4.2.7 Start-up culture: A student may be allowed to set up a start-up inside the college from fifth semester onwards by applying his/her innovations and can become a student entrepreneur during BE/BTech programme. Such student entrepreneurs may earn 2 credits in place of Professional Skills Training. The area in which the student wants to

initiate a start-up may be interdisciplinary or multidisciplinary. The progress of the start-up shall be evaluated by a panel of members constituted by the Head of the Institution through periodic reviews. The credits earned through this mandatory course will be indicated in the grade memo over and above the graduation requirements and will not be considered for CGPA calculation.

7.4.3 Research and Innovation Skills for Entrepreneurship Development (RISE) – Non-Mandatory Non-credit Courses

Students may be permitted to take up online courses, offered by NPTEL / SWAYAM / University / Other Agencies, approved by respective Board of Studies. The courses can be related to essential research skills / design thinking and innovation / entrepreneurship. The student must register and complete at least one course during each semester from first semester onwards. No credits will be allocated to the RISE courses, instead the merits of completion of these courses will be mentioned as Successfully Completed in the grade sheet. The courses for RISE are listed as:

| Semester | Name of the course | Duration of the course |
|-----------------|---|-------------------------------|
| I | NPTEL - Design Thinking - A Primer | 4 weeks |
| II | NPTEL - Introduction to Research | 8 weeks |
| III | NPTEL - Design, Technology and Innovation | 8 weeks |
| IV | NPTEL - Product Design and Manufacturing | 12 weeks |
| V | NPTEL - Innovation, Business Model and Entrepreneurship | 8 weeks |
| VI | NPTEL - Understanding Incubation and Entrepreneurship | 12 weeks |
| VII | NPTEL - Business and Sustainable development | 4 weeks |
| VIII | NPTEL - E-Business | 12 weeks |

****If any of the above listed courses are not available in NPTEL / SWAYAM during the particular semester or period, the students may have to study the respective materials available online and an assessment will be conducted by the concerned department at the end of the semester with prior approval from the CoE.**

If the student fails to attempt / pass the NPTEL Examinations due to valid reasons, an assessment will be conducted by the concerned department at the end of the semester with prior approval from the CoE.

7.3 Flexibility to Drop Courses and Advancement of Courses

7.3.1 A student has to earn the total number of credits specified in the curriculum of the respective Programme of study in order to be eligible to obtain the degree.

7.3.2 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.

7.3.3 The Student who completed their final semester courses (except project work) in advance, shall be permitted to carry out their final semester Project Work for six

months in an industry/research organization. These students shall undergo the eighth semester courses other than the Project Work in the sixth and seventh semesters, provided they do not have current arrears and have a CGPA of 7.50 and above at the end of Semester IV. The Head of Department, in consultation with the faculty handling the said courses shall forward the proposal recommended by the Head of Institution to the Controller of Examinations for approval at least 4 weeks before the commencement of the sixth semester of the programme for approval.

7.3.4 Maximum number of credits the student can enroll in a particular semester cannot exceed 36 credits.

7.3.5 The medium of instruction, examinations and project report shall be English.

8. STUDENTS SUPPORT

8.1 Class In-charge (CI): Each class of students has a Class In-charge (CI) who is a regular faculty member of the department. The Head of the Department (HOD) will appoint CIs for all the sections of their classes. The CIs will maintain all records of the class of students assigned to them and generally counsel them on maintaining good attendance, discipline and academic performance. General instructions to the students will be provided through the CIs.

8.2 Faculty Mentor (FM): To help students plan their courses of study and for general advice on the academic programme, the HODs of individual departments will attach a maximum of 20 students to a teacher of the department who shall function as Faculty Mentor for those students throughout their period of study. Faculty Mentors shall advise the students under their care, monitor the courses undergone by them, check their attendance and progress and counsel them periodically to get better placement opportunities for student's bright future. If necessary, the Faculty Mentor may also convey or discuss information on student's academic performance and progress with the parents concerned. Further the Faculty Mentors may advise the open electives for their students.

8.3 Department Advisory Committee (DAC): All departments will have a Department Advisory Committee (DAC) consisting of the HOD and five senior faculties, who are professors or associate professors and Dean Academics. The role of the DAC is to review and identify the industries or other organizations for industrial training, internship or project work of students. It shall also review the online/elective courses selected by students for their content and quality.

8.4 Class Committee (CCM)

8.4.1 Each class shall have a Class Committee which is constituted by Dean Academics with Chairperson not teaching the respective classes. The committee comprises of Class In-charge, faculty members teaching the courses of that class, and student representatives. It is formed with the overall goal of improving the teaching-learning process. The functions of the Class Committee include:

- Solving problems experienced by students in the class room and in the laboratories.
- Clarifying the regulations of the degree programme and the details of rules therein.

- Informing the student representatives about the academic schedule including the Start of Assessments and the syllabus coverage for each assessment.
- Informing the student representatives, the details of regulations regarding weightage used for each assessment. In the case of Laboratory courses (Laboratory experiments / Engineering drawing/project work/seminar/Internship etc.), the breakup of marks for each experiment/exercise/ module of work, should be clearly discussed in the Class Committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any
- Identifying slow learning students, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students.

8.4.2 The Class Committee shall be constituted within the first week of each semester.

8.4.3 At least 6 student representatives (usually 3 boys and 3 girls) shall be included in the Class Committee.

8.4.4 The Chairperson of the Class Committee shall invite the Class In-charges, Faculty Mentor(s) and the HOD to the meeting of the Class Committee.

8.4.5 The Head of the Institution or Dean Academics or Head of the Department may participate in any Class Committee meeting of the institution.

8.4.6 The Chairperson is required to prepare the minutes of every meeting, submit the same to Head of the Institution within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are any points requiring support and action from the Management, the same shall be brought to the notice of the Management by the Head of the Institution.

8.4.7 Two subsequent meetings may be held in a semester at suitable intervals. During these meetings, the student members representing the entire class shall meaningfully express the opinions and suggestions of the other students of their class to improve the effectiveness of the teaching-learning process.

8.5 COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to one or more disciplines and handled by more than one teacher shall have a "Course Committee" comprising all the teachers teaching the common course with one of them nominated as the course coordinator. The nomination of the course coordinator shall be made by the Dean (Academics) depending upon whether all the teachers teaching the common course belong to a single department or to several departments. Course Committee ensure uniform lecture delivery, IV, assignment, question paper pattern etc. 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).

9 ATTENDANCE REQUIREMENT FOR COMPLETION OF A SEMESTER

A student who has fulfilled the following conditions (vide Clauses 9.1 and 9.2) shall be deemed to have satisfied the attendance requirements for appearing for semester end examination.

9.1 Ideally every student is expected to attend all classes of all the courses and earn 100% attendance. However, the student shall secure not less than 80% (after rounding off to the nearest integer) attendance percentage of the overall attendance.

9.2 If a student secures an overall attendance between 70% and 79% in the current semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Head of the Institution through Head of the Department concerned, the student shall be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the semester end examination. In all such cases, the students should submit the required documents on joining after the absence to the Head of the Department and same to be submitted to the Head of the Institution. If students seek exemption from the 10% attendance shortage more than once, their cases shall be reviewed and permitted only based on the discretion of the Head of the Department concerned and Head of the Institution. Also, a student can avail this exemption only to a maximum of two semesters during his/her entire period of study.

9.3 Students who secure less than 70% overall attendance shall not be permitted to write the University examination at the end of the semester 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.

9.4 For the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 6) by the students, following method shall be used.

$$\text{Percentage of Attendance} = \frac{\text{Total no. of periods attended in all the courses per semester}}{(\text{No. of periods / week as prescribed in the curriculum}) \times 15} \times 100$$

taken together for all courses of the semester

The University Examination will normally follow immediately after the last working day of the semester as per the academic schedule prescribed from time to time.

10 SYSTEM OF ASSESSMENT – TEST AND EXAMINATION PROCEDURES

The BE/BTech programmes consist of Theory Courses, Theory cum Laboratory courses, Laboratory courses, Comprehensive Test and Viva, Project Work, Industrial Training/ Professional Skills Training, Internship/In-plant Training and Entrepreneurships/ Start- ups. Performance in each course of study shall be evaluated based on (i) Continuous Assessment throughout the semester and (ii) End Semester Examination (ESE) at the end of the semester except for the courses which are evaluated based on continuous assessment only. Each course shall be evaluated for a maximum of 100 marks as shown below:

| S.no | Category of Course | Continuous Assessment Marks | End Semester Examination Marks |
|------|--|---|--------------------------------|
| 1. | Theory only course | 40 | 60 |
| 2. | Theory cum Laboratory (The distribution of marks shall be decided based on the credit weightage assigned to theory and Laboratory components) | 50 | 50 |
| 3. | Laboratory only course | 60 | 40 |
| 4. | Professional Skills Training/ Industrial Training/Entrepreneurships/Start Ups/ In-plant Training/Internship / Universal Human Values / Yoga and Values for Holistic Development (Mandatory Credit Courses) | 100 | - |
| 5. | Project Work Phase I / Project Work Phase II | 40 | 60 |
| 6. | Mini Project | 100 | - |
| 7. | One / Two credit Courses | The distribution of marks shall be decided based on the credit weightage assigned | - |
| 8. | Online Courses | | |
| 9. | All other Courses (like Mandatory Credit courses, Non-mandatory Credit Courses, Audit Courses etc.) | | |

10.1 Theory Courses

For all theory courses out of 100 marks, the continuous assessment (Internal) shall be 40 marks and the end semester examination shall be for 60 marks. However, the end semester examinations shall be conducted for 100 marks and the marks obtained shall be reduced to 60. The continuous assessment tests shall be conducted as per the schedule laid down in the academic schedule. The total of the continuous assessment marks and the end semester examination marks shall be rounded off to the nearest integer.

The assessment pattern for awarding continuous assessment marks (Internal) shall be as follows:

| | Category | Name of the Assessment | Marks per Assessment | Frequency of Assessment | Total Marks of Assessment | Total Marks category wise |
|--|--------------|---|----------------------|-------------------------|---------------------------|---------------------------|
| | Written Test | Cognitive and Diagnostic Assessment Test (CDAT) | 4 | 2 | 8 | 24 |
| | | Continuous Internal Assessment Test (CIAT-1) | 6 | 1 | 6 | |
| | | Continuous Internal Assessment Test (CIAT-2) | 10 | 1 | 10 | |

| | | | | | | |
|--------|-----------------------------|---|----|----------------------------|----|----|
| Theory | Assignment Work | Innovative Assignment and Presentation (IAP) (Problem solving/Mini Project/Prototype/ Innovative idea/concept presentation Case study / Seminar / Simulation/ Assignment) | 12 | 1 | 12 | 12 |
| | Discipline / Punctuality | | - | At the end of the Semester | - | 4 |
| | Total internal marks/Course | | | | | 40 |

10.1.1 The attendance marks will be calculated course wise for internal assessment. The mark split-up for the same will be as follows:

| Attendance percentage ineach course | Internal Marks |
|-------------------------------------|----------------|
| 80 – 85% | 1 Marks |
| 86 – 90% | 2 Marks |
| 91 – 95% | 3 Marks |
| 96 – 100% | 4 Marks |

10.1.2 Students who wish to improve their CIAT-2 marks or who were absent for CIAT-2 due to medical reasons or sports participation or any other valid reasons, can register for the improvement examination (IE) (any subject or all subjects). The above category students who want to appear for the Improvement Examination need to get prior approval from HoD concerned and the Head of the Institution, and the same shall be forwarded to office of CoE within a minimum of 5 days before the date of commencement of IE, which is usually conducted after CIAT II and prior to commencement of End Semester Examinations.

10.2 Theory cum Laboratory Courses

For courses involving theory and laboratory components, the evaluation pattern as per the clause 10.1 shall be followed. Depending on the nature of the course, the end semester examination shall be conducted for theory and the laboratory components. The apportionment of continuous assessment and end semester examination marks shall be decided based on the credit weightage assigned to theory and Laboratory components approved by Head of the Institution.

The assessment pattern for awarding continuous assessment marks (Internal) shall be as follows:

| Type of Exam | Classification | Category | Name of the Assessment | Marks per Assessment | Frequency of Assessment | Total Marks of Assessment | Total Marks- category wise | % of Marks- category wise | Total Internal and End semester marks | Total marks / Course (100) |
|----------------------------------|--|--------------------------------|---|----------------------|----------------------------|---------------------------|----------------------------|---------------------------|---------------------------------------|---|
| Internal mark Contribution (50%) | Assessment I (40% weightage) (Theory Component) | WrittenTest | CDAT | 4 | 2 | 8 | 24 | 40 | 100 | Internal marks (100) is converted into 50 marks |
| | | | CIAT1 | 6 | 1 | 6 | | | | |
| | | | CIAT2 | 10 | 1 | 10 | | | | |
| | | Assignment Work | IAP (Case study / Seminar / Simulation/ Assignment) | 12 | 1 | 12 | 16 | | | |
| | | Discipline / Punctuality | | - | At the end of the Semester | - | 4 | | | |
| | Assessment II (60% weightage) (Laboratory Component) | Continuous Assessment (75%) | Observation, Record | 75 | 1 | 75 | 45 | 60 | | |
| | | Laboratory Test | Model Practical | 25 | 1 | 25 | 15 | | | |
| End Semester Examination (50%) | Theory Exam | End semester Examination (ESE) | | | | | | | 100 | ESE marks (100) Is converted into 50 marks |

10.3 Laboratory Courses

For all Laboratory courses out of 100 marks, the continuous assessment shall be for 60 marks and the end semester examination shall be for 40 marks. Every exercise / experiment shall be evaluated based on the student's performance during the Laboratory class and the students' records shall be maintained.

10.3.1 The assessment pattern for awarding continuous assessment marks for each course shall be decided by the course coordinator based on rubrics of that particular course, and shall be based on rubrics for each experiment.

| Type of Exam | Category | Name of the Assessment | Marks per Assessment | Frequency of Assessment | Total Marks of Assessment | Total Marks-category wise | % of Marks-category wise | Total marks / Lab Course (100) |
|----------------------------------|-----------------------------|---|----------------------|--|---------------------------|---------------------------|--------------------------|--------------------------------|
| Internal mark Contribution (60%) | Continuous Assessment (75%) | Observation, Record, Performance in lab | 75 | Periodic evaluation of lab experiments | 75 | 45 | 60 | 100 |
| | Laboratory Test (25%) | Model Practical | 25 | 1 | 25 | 15 | | |

| | | | |
|---|-------------------------------------|----|--|
| End Semester Laboratory Examination (40%) | End semester Laboratory Examination | 40 | |
|---|-------------------------------------|----|--|

10.3.2 The end semester examination shall be conducted for a maximum of 100 marks for duration of 3 hours and reduced to 40 marks. The appointment of examiners (among the three names proposed by HoD) and the schedule shall be recommended by Dean Academics and forwarded to CoE.

10.4 Project Work Phase I / Project Work Phase II

The student shall register for Project Work-I in pre-final semester and Project Work-II in final semester. Project work may be allotted to a single student or to a group of students not exceeding 4 per group. Project Work-II may/may not be a continuation of Project Work-I. If Project Work II is not a continuation of Project Work I, then the topic and constitution of the project team members need not be the same.

10.4.1 Project Work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree or (ii) Ph.D. degree.

10.4.2 The Project Work-II carried out in industry/academic/research institutions need not be a continuation of Project Work-I. In such cases, the Project Work-II shall be jointly supervised by a supervisor of the department and an expert as a joint supervisor 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. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Head of the Institution and suitable record of the meetings shall be maintained.

10.4.3 The Dean (Academics) on the recommendation of the HoD concerned shall constitute a review committee for Project Work for each programme. The review committee consists of supervisor, an expert from the Department and project coordinator from the Department. If the project coordinator/expert member happens to be the supervisor, then an alternate member shall be nominated. In the case of Industrial Project, the review committee shall have the supervisor, the coordinator from industry and the project coordinator from the Department.

There shall be three reviews during the semesters VII and VIII by the review committee. The student shall make presentation on the progress made by him / her before the committee. The total marks obtained in the three reviews shall be reduced for 40 marks and rounded to the nearest integer (as per the scheme given in 10.5.4).

10.4.4 The project report shall carry a maximum of 20 marks. The project report shall be submitted as per the approved guidelines as given by the Director, Centre for Academic Courses. Same marks shall be awarded to every student within the project group for the project report. The viva-voce examination shall carry 40 marks. Marks are awarded to each student of the project group is based on the individual performance in the viva- voce

examination for both Project Work Phase – I and Project Work Phase – II.

| Review-I | Review-II | Review-III | End Semester Examinations | | | | |
|----------|-----------|------------|---------------------------|----------|-----------------------|----------|------------|
| | | | Project Report | | Viva-Voce Examination | | |
| 10 | 15 | 15 | Internal | External | Internal | External | Supervisor |
| | | | 10 | 10 | 10 | 20 | 10 |

10.4.5 The last date for submission of the project report is on the last working day of the semester. If a student fails to submit the project report on or before the specified deadline or the student has submitted the project report but did not appear for the viva-voce examination, it will be considered as fail in the Project Work and the student shall re-register for the same.

10.4.6 If a student fails to secure 50% of the continuous assessment marks in the project work, he / she shall not be permitted to submit the report for that particular semester and shall have to redo it in the subsequent semester and satisfy attendance requirements.

10.4.7 If a student fails to secure 50 % of the end semester examination marks in the project work, he / she shall be required to resubmit the project report within 30 days from the date of declaration of the results and a fresh viva-voce examination shall be conducted as per clause 10.4.6.

10.4.8 A copy of the approved project report after the successful completion of viva-voce examination shall be kept in the department library.

10.4.9 Dean (Academics) will approve the names of internal and external examiners from the internal and external panel of examiners (three each) suggested by the Head of the Department concerned. CoE will send the appointment letters to the examiners based on the approval by Dean (Academics).

10.5 Internship / Industrial Training / Mini Project

10.5.1 Each student shall submit a brief report about the internship undergone and a certificate issued from the organization concerned for Internship / Industrial Training / Full Semester Internship courses.

10.5.2 Mini Project course is to be considered as purely INTERNAL (with 100% internal marks only).

10.5.3 The evaluation method shall be as per the marks distribution is given below:

| Continuous Assessment (Max. 100 Marks) | | | | | | |
|--|------------|--|------------|--------------------------------------|------------------------------|------------------|
| Review I (Max. 20 Marks) | | Review II (Max. 30 Marks) | | Review III (Max. 50 Marks) | | |
| | | | | Report Evaluation (Max. 20 Marks) | Viva-Voce (Max. 30 Marks) | |
| Review Committee (excluding Supervisor) | Supervisor | Review Committee (excluding Supervisor) | Supervisor | Review Committee | Supervisor | Review Committee |
| 10 | 10 | 15 | 15 | 20 | 10 | 20 |

10.6 Employability and Professional Skills

Employability and Professional skills training will be conducted for all students during the entire programme. The evaluation procedure shall be approved by the board of the offering department and the Head of the Institution.

10.7 Industry Driven / Research training

A student can earn one credit by successfully completing this course. The evaluation procedures shall be approved by the Head of the Institution.

10.8 Language Electives: All these courses will be offered in Synchronous Online / Offline mode of delivery and the assessment and evaluation procedure will be approved by the Head of the Institution.

10.9 Entrepreneurships/Start-ups: A start-up/business model may be started by a student individually or by a group of maximum of three students during the programme. The head of the department concerned shall assign a faculty member as a mentor for each start up. A review committee shall be formed by the Head of the Institution for reviewing the progress of the Start-ups / Business models, innovativeness, etc. The review committee can recommend the marks for academic performance for the student(s) involved in the start-ups. A report about the start-ups is to be submitted to the review committee for evaluation for each start up and the performance / marks will be given to Controller of Examinations after getting approval from Head of the Institution.

10.10 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/NPTEL/University / Other Agencies, provided the offering organisation 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 organisation. The details regarding online courses taken up by the student and marks/credits earned and the approval for the course from the Head of the Institution shall be sent to the Controller of Examinations, PSVPEC in the subsequent semester(s) along with the details of the

elective(s) to be dropped.

10.11 Mandatory Non-credit Courses

No credits shall be given for these courses and shall be evaluated through continuous assessment tests only vide clause 7.1 for a maximum of 100 marks each. Upon the successful completion, these courses will be listed in the semester grade sheet and in the consolidated grade sheet with the grade "SC" (Successfully Completed). Since no grade points are assigned, these courses will not be counted for the purpose of GPA and CGPA calculations.

10.12 Universal Human Values (UHV) and Yoga and Values for Holistic Development (YVHD)

Courses YVHD shall be offered to all first years of all BE/ BTech programmes to impart knowledge on yoga and human values. Course UHV shall be offered to all the second year BE/ BTech students. These courses shall carry a maximum of 100 marks each and shall be evaluated through continuous assessment tests only vide clause 7.1. The student(s) can earn 1 credit for UHV and 1 credit for YVHD by successfully completing these courses. Two continuous assessment tests will be conducted and the average marks will be taken for the calculation of grades.

11 REQUIREMENTS FOR COMPLETION OF A SEMESTER

11.1 A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester and permitted to appear for the examinations of that semester.

11.1.1 Ideally, every student is expected to attend all classes and secure 100 % attendance. However, a student shall secure not less than 80 % (after rounding off to the nearest integer) of the overall attendance taking into account the total number of working days in a semester.

11.1.2 A student who could not satisfy the attendance requirements (as per clause 11.1.1) due to medical reasons (hospitalization / accident / specific illness) but has secured not less than 70 % in the current semester may be permitted to appear for the current semester examinations with the approval from the committee comprises of the Dean Academics (Chairman), Head of the Department concerned and faculty mentor of the student concerned. The medical certificate needs to be submitted along with the leave application. A student can avail this provision only twice during the entire duration of the degree programme.

A student who could not satisfy the attendance requirements as per clause 11.1.1 due to his/her entrepreneurship/ start-ups activities, but has secured not less than 65 % in the current semester can be permitted to appear for the current semester examinations with the commendation of HOD and approval from the Head of the Institution.

11.1.3 A student shall be deemed to have completed the requirements of study of any semester only if student has satisfied the attendance requirements (vide clause 11.1.1 and 11.1.2) and has registered for examination by paying the prescribed fee.

11.1.4 Student's progress is satisfactory.

11.1.5 Student's conduct is satisfactory and student was not involved in any undisciplined activities in the current semester.

11.1.6 The students who do not complete the semester as per clauses from 11.1.1 to 11.1.5 shall not be permitted to appear for the examinations at the end of the semester and not be permitted to go to the next semester. They have to repeat the incomplete semester in next academic year.

11.2 Requirements for appearing for end semester examination

11.2.3 A student shall normally be permitted to appear for end semester examination of the current semester if student has satisfied the semester completion requirements as per clause 11.1, and has registered for examination in all courses of that semester. Registration is mandatory for current semester examinations as well as for arrear examinations failing which the student shall not be permitted to move on to the higher semester.

11.2.4 A student who has already appeared for a course in a semester and passed the examination is not entitled to reappear in the same course for improvement of letter grades / marks

12 PROVISION FOR WITHDRAWAL FROM EXAMINATIONS

12.1 A student may, for valid reasons, (medically unfit / unexpected family situations / sports approved by the Chairman, Sports Board and the HOD) be granted permission to withdraw from appearing for the end semester examination in any course or courses in ANY ONE of the semester examinations during the entire duration of the degree programme. The application shall be sent to the COE through the Head of the Institutions with required documents.

12.2 Withdrawal application is valid if the student is otherwise eligible to write the examination (Clause 11) and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations. For a student to withdraw from a course / courses, student should have registered for the course, fulfilled the attendance requirements (vide clause 9) and earned continuous assessment marks.

12.3 Notwithstanding the requirement of mandatory 10 days, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.

12.4 In case of withdrawal from a course / courses, the courses will figure both in the Grade Sheet as well as in the Result Sheet. However, withdrawal shall not be considered as an appearance for the eligibility of a student for First Class with Distinction.

12.5 If a student withdraws from writing end semester examinations for a course or courses, student shall register for the same in the subsequent semester and write the end semester examination(s). A final semester student who has withdrawn shall be permitted

to appear for supplementary examination to be conducted as per clause 16.

12.6 If a student applies for withdrawal from Project Work – Phase II, student will be permitted for the withdrawal only after the submission of project report before the deadline. However, the student may appear for the supplementary viva-voce examination within 30/60 days after the declaration of results for Project Work II and the same shall not be considered as reappearance.

12.7 Withdrawal is permitted for the end semester examinations in the final semester, as per clause 19.1.

13 PROVISION FOR AUTHORISED BREAK OF STUDY

13.1 A student is normally permitted to avail the authorised break of study under valid reasons (such as accident or hospitalization due to prolonged ill health or any other valid reasons) and to re-join the programme in a subsequent academic year. Student shall apply in advance to the Head of the Institution, through the Head of the Department, stating the reasons therefore, in any case, not later than the last date for registering for that semester examination. A student is permitted to avail the authorised break of study only once during the entire period of study for a maximum period of one year. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year.

13.2 The students permitted to re-join the programme after break of study / prevention due to lack of attendance shall be governed by the rules and regulations in force at the time of re-joining.

13.3 The students re-joining in new Regulations shall apply to the Head of the Institution in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional/equivalent courses, if any, from any semester of the regulations in- force, so as to bridge the curriculum in-force and the old curriculum.

A 3 member committee consisting of HoD, a senior faculty member and Class Advisor will suggest the list of additional courses (semester wise) and send the proposal to Head of the Institution through Dean Academics recommendations. Head of the Institution will place the proposal in the BoS concerned for approval.

13.4 The total period of completion of the programme reckoned from the commencement of the semester to which the student was admitted shall not exceed the maximum period specified in clause 5 irrespective of the period of break of study in order to qualify for the award of the degree.

13.5 If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized break of study.

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

14 PASSING REQUIREMENTS

14.1 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. However, the student should also secure not less than 50% of internal marks in case of Project Work to appear for End Semester Examination. Student who secures less than 50% in internal assessment is declared to have failed in the Project Work.

14.2 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) as per clause 14.1, then the student shall be declared to have passed the examination and relative grading will be given, if student secures a minimum of 50% marks prescribed for the University end semester examinations alone.

14.3 If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. 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) as per clause 14.1, then the student shall be declared to have passed the examination if student secures a minimum of 50% marks prescribed for the University end semester examinations alone.

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 9 and appear for the end semester examination.

14.4 If a student is absent during the viva - voce examination, it would be considered as fail. If a student fails to secure a pass in Project Work-I, the student shall register for the course again in the subsequent semester and can do Project Work-I and II together only when the student has secured 50% in internal assessment and submitted the project report within the deadline.

14.5 The passing requirement for the courses which are assessed only through purely internal assessments (SEED courses except Project Work and laboratory courses), is 50% of the internal assessment (continuous assessment) marks only.

14.6 A student can apply for revaluation of the student's semester examination answer paper in a theory course, as per the guidelines of the COE on payment of a prescribed fee

along with prescribed application to the COE through the Head of the Institution. The COE will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institution. Revaluation is not permitted for laboratory course and SEED courses.

15 REVALUATION OF ANSWER SCRIPTS

A student shall apply for a photocopy of his / her semester examination answer script within two weeks from the declaration of results, on payment of a prescribed fee by submitting the proper application to the Controller of Examinations through HoD. The answer script shall be pursued and justified jointly by a faculty member who has handled the course and recommended for revaluation. Based on the recommendation, the student can register for revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for revaluation and the results will be intimated to the student concerned. Revaluation is permitted only for Theory courses and Theory cum Laboratory courses where end semester examination is involved.

16 SUPPLEMENTARY EXAMINATIONS

16.1 A student who has withdrawn any 8th semester courses with proper application to Controller of Examinations shall be permitted to appear for supplementary examination which is to be conducted within reasonable time.

16.2 If a student is absent or fails to secure a pass in courses of 8th semester, student will be permitted to reappear for supplementary viva-voce examination within 30 days after the declaration of results for Project Work.

17 AWARD OF LETTER GRADES

The award of letter of grades will be decided using relative grading principle. The performance of a student will be reported using letter grades, each carrying certain points as listed below:

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

GPA for a semester is the ratio of the sum of the products of the number of credits acquired for courses and the corresponding points to the sum of the number of credits acquired for the courses in the semester. CGPA will be calculated in a similar manner, considering all the courses registered from first semester. RA grades will be excluded for calculating GPA and CGPA.

$$GPA \text{ or } CGPA = \frac{\sum_1^n C_i GP_i}{\sum_1^n C_i}$$

Where,

- C_i is the number of credits assigned to the course
- GP_i is the Grade point corresponding to the grade obtained for each Course
- n is 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.
- The GPA and CGPA are computed only for the students with a pass in all the courses.
- The GPA and CGPA indicate the academic performance of a student at the end of a semester and at the end of successive semesters respectively.
- A grade sheet for each semester shall be issued containing Grade obtained in each course, GPA and CGPA.
- A duplicate copy, if required can be obtained on payment of a prescribed fee and satisfying other procedure requirements.
- **Withholding of Grades:** The grades of a student may be withheld if student has not cleared his/her dues or if there is a disciplinary case pending against him/her or for any other reason.

18 ELIGIBILITY FOR THE AWARD OF 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 completed all the courses under the different categories, as specified in the curriculum corresponding to student's programme within the stipulated time
- ii. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time (vide clause 5).
- iii. Successfully passed any additional courses as per the approval from Dean (Academics) which is recommended by the 3-member committee whenever readmitted under regulations other than R-2022 (vide clause 13.3). The 3-member committee consists of HoD, the faculty mentor of the student and a senior faculty member may go through the details of requirement of attending the additional courses by referring to old and new regulations and recommend the required additional subjects to be taken up by the student. This proposal may be put up to Dean (Academic) for approval.
- iv. No disciplinary action pending against the student.
- v. Successfully completed the NCC / NSS / NSO / YRC / Science Club / Literature Club / Fine Arts Club requirements.
- vi. 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 qualifies for the award of the degree (vide clause 18) and 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 12) will not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50.
- One year authorized break of study (if availed of) is included in the five years (four years in the case of lateral entry) (vide clause 13) for award of First class with Distinction.
- Should NOT have been prevented from writing end semester examination due to lack of attendance in any semester.
- Should not have faced any disciplinary action

19.2 First Class:

A student who qualifies for the award of the degree (vide clause 18) and 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 the eight semesters (6 semesters in the case of Lateral Entry) within five years (Four years in the case of Lateral Entry)
- Should have secured a CGPA of not less than 6.50.
- One year authorized break of study (if availed of) or prevention from writing the End Semester Examination due to lack of attendance (if applicable) is included in the duration of five years (four years in the case of lateral entry) (vide clause 13) for award of First class.

19.3 Second Class:

All other students (not covered in clauses 19.1 and 19.2) who qualify for the award of the degree (vide clause 18) shall be declared to have passed the examination in Second Class.

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

20 CONSOLIDATED STATEMENT OF GRADES

20.1 At the end of the programme, all successful students will be furnished with a consolidated statement of grades which will contain the following particulars:

- The college in which the student has studied
- The list of courses registered in all semesters and the grades scored in courses of all semesters
- The Grade Point Average (GPA) for the semester
- The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards.
- Classification (First Class with Distinction/First Class/Second Class) of the degree

20.2 Then, the provisional certificate and the degree certificate will be awarded by Anna University, Chennai.

21 STANDING COMMITTEE FOR ACADEMIC MATTERS

This committee is constituted for the smooth functioning of the various autonomous programmes of the institute and shall consist of the following members:

| Standing Committee members | |
|------------------------------------|----------|
| Principal | Convener |
| Dean-Academics | Member |
| All HoDs | Members |
| Member Secretary, Academic Council | Member |
| Controller of Examinations | Member |

21.1 The Committee shall meet twice in a semester to discuss academic related matters, progress and status of the students. The committee will meet as and when necessary and send its recommendations to the Academic Council for consideration / ratification / approval matters pertaining to curriculum and syllabi must be approved by the relevant BoS before placing in Academic Council meeting.

22 MALPRACTICES IN TESTS AND EXAMINATIONS

If a student indulges in malpractice in any of the tests or end semester examinations, student shall be liable for punitive action as prescribed by the Anna University from time to time.

23 DISCIPLINE

23.1 Every student is required to observe disciplined and decorous behaviour both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the University / College. The Head of the Institution shall constitute a disciplinary committee consisting of the Dean Academics, Two Heads of Department of

which one should be from the faculty of the student, to enquire into acts of indiscipline and notify the University about the disciplinary action recommended for approval. In case of any serious disciplinary action which leads to suspension or dismissal, then a committee shall be constituted including one representative from Anna University, Chennai. In this regard, the member will be nominated by the University on getting information from the Head of the Institution.

23.2 If a student indulges in malpractice in any of the End Semester Examination / internal examination he / she shall be liable for punitive action as prescribed by the University from time to time.

24 PERFORMANCE AUDIT COMMITTEE

Head of the Department concerned may suggest the list of Audit committee members with one external course expert member drawn from a Management / Technical institution of repute near the institute to Dean (Academics) for approval which may be forwarded to Director of Internal Quality Assurance Cell (IQAC) for constitution of the Committee. The Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester. This committee shall review the attainment of Course Outcomes and Program Outcomes, progress and progress of the students twice in a semester. The committee may take the feedback from the faculty mentors and students and suggest appropriate solutions to ensure continuous improvement in the learning outcomes across all semesters.

25 REVISION OF REGULATION, CURRICULUM AND SYLLABI

The college may from time to time revise, amend or change the Regulations, curriculum, syllabus and scheme of examinations through the Academic Council of the College with the approval of the Syndicate of Anna University, Chennai.



Prince Shri Venkateshwara Padmavathy Engineering College

[An Autonomous Institution]

Approved by AICTE, New Delhi / Affiliated to Anna university, Chennai

NAAC Accredited with A++ Grade / ISO 9001:2015 Certified Institution

Recognized by UGC under section 2(f)&12(B) of UGC Act 1956



Inspiring Education Through Innovation!