



UG REGULATIONS 2024

FLEXIBLE CHOICE BASED CREDIT SYSTEM

Common to all B.E./B.Tech. Full-Time Programme

(For the learners admitted to B.E. / B.Tech.

Programme in Saveetha Engineering College)

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(For the learners admitted to B.E. / B.Tech. Programme in Saveetha Engineering College)

DEGREE OF BACHELOR OF ENGINEERING / BACHELOR OF TECHNOLOGY

This Regulation is applicable to the learners admitted to B.E./B.Tech. Programmes at Saveetha Engineering College, Affiliated to Anna University, Chennai from the academic year 2024-2025 onwards.

1 PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- I. “Programme” means Degree Programme, that is B.E./B.Tech. Degree Programme.
- II. “Discipline” means specialization or branch of B.E./B.Tech. Degree Programme, like Civil Engineering, Chemical Engineering, etc.
- III. “College” means Saveetha Engineering College, Chennai.
- IV. “Course” means a theory or practical subject that is normally studied in a semester, like Mathematics, Physics, etc.
- V. “Institutional Academic Committee” means the authority of Saveetha Engineering College which is responsible for all academic activities of the Academic Programmes for implementation of relevant rules of this Regulations pertaining to the Academic Programmes.
- VI. “Head of the Institution” means the Principal of the College.
- VII. “Head of the Department (HoD)” means the Head of the Department concerned.
- VIII. “Controller of Examinations (COE)” means the authority of Saveetha Engineering College, who is responsible for all activities of the Internal and End Semester Examinations.
- IX. “University” means ANNA UNIVERSITY, CHENNAI.

2 ADMISSION

(i) **Candidates seeking admission to the first semester of the eight semesters B.E./B.Tech. Degree Programme:**

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)

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

(ii) **Lateral entry admission**

(i) The candidates 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., as per the rules fixed by the Government of Tamil Nadu.

(OR)

(ii) The candidates 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 candidates shall undergo two additional Engineering subject(s) in the **third and fourth semesters** as recommended by the Institutional Academic Committee.

3 PROGRAMMES OFFERED

Four year B.E. / B.Tech. Programme offered, are listed in ANNEXURE - I.

4 STRUCTURE OF THE PROGRAMMES

4.1 Categorization of Courses

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

Table 1: Categorization of Courses (Except B.Tech., Agricultural Engineering)

S. No.	Category	Credits Range	
		Regular	Lateral Entry
1	Humanities and Social Sciences (HS) courses	8 - 16	4
2	Basic Sciences (BS) courses include Mathematics and Physical Sciences	25 - 33	4 - 8
3	Engineering Sciences (ES) courses Basics of Electrical / Electronics / Mechanical / Instrumentation, Programming.	25 - 33	10 - 12
4	Professional Core (PC) courses	50 - 66	50 - 66
5	Professional Elective (PE) courses relevant to the chosen specialization / branch.	17 - 25	17 - 25
6	Open Elective (OE) includes the courses offered by a branch to other branches, from the list specified in the respective curriculum of the B.E. / B. Tech. Programmes	8 - 16	8 - 16
7	Employability Enhancement Courses (EEC) includes Mini Project, Project Work, Internship	17 - 25	17 - 25
8	Mandatory Courses	4*	4*
	Total	160 - 165	120 - 125

*Not included for calculation of CGPA

Table 2: Categorization of Courses - B.Tech., Agricultural Engineering*

CATEGORY	Credits	
	Regular	LE
Humanities and Social Science Courses	12	2
Basic Science Courses	23	4
Engineering Science Courses	45	27
Professional Core Courses	54	54
Professional Elective Courses	9	9
Open Elective Courses	6	6
Employability Enhancement Courses	33	33
Mandatory Courses	3*	3*
Total	185	138

*Not included for calculation of CGPA.

4.2 Personality and Character Development

- 4.2.1** All learners shall enroll, on admission, in any one of the personality and character development programmes 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. While the training activities will normally be during weekends, the camp will normally be during vacation period.
- 4.2.2** National Service Scheme (NSS) will have social service activities in and around the College.
- 4.2.3** National Sports Organization (NSO) will have Sports, Games, Drills

and Physical exercises.

4.2.4 Youth Red Cross (YRC) will have activities related to social services in and around college.

4.2.5 Alternately, activities of science, literature and arts also help for personality and character development. So, learners shall conduct and participate actively in activities for 80 hours.

4.2.6 Learners who enroll and take active participation in any one of the above activities for 80 hours 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.

4.3 Mandatory Induction Programme

The learners are expected to undergo a mandatory induction programme consisting of physical activity, creative arts, universal human values, proficiency modules, lectures by eminent people, visits to local areas and familiarization to the department/branch immediately after admission.

List of learners who have successfully completed the induction programme shall be certified by the Head of the institution. The completion of the induction programme shall be printed in the Grade sheet as **COMPLETED**.

4.4 Number of Credits per semester

All learners shall enroll a minimum of 18 credits and a maximum of 36 credits up to 6th semester. For 7th and 8th semester, there is no restriction for credit enrollment.

4.5 Credit Assignment

Each course is assigned certain number of credits based on the following:

Table 3: Credit Assignment

Contact period per week	Credits
1 Lecture Period per week	1
1 Tutorial Period	1
1 Laboratory Period (also for EEC courses like seminar/project work/Case study/etc.)	0.5

2 weeks Industrial Training / Internship	1
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4.6 Industrial Visit

Every learner has to go for at least one Industrial Visit every year, starting from the second year of the Programme. The Heads of Departments shall ensure that necessary arrangements are made in this regard.

4.7 Industrial Training / Internship / Entrepreneurship

4.7.1 The learners shall undergo Internship/ Industrial training, at Research organization / Industry for the period prescribed in the curriculum during the summer / winter vacation.

4.7.2 The learner shall undergo Internship and the credits earned will be indicated in the Grade Sheet as per details provided in Table 4. If the number of credits earned is 1 or 2, then these credits shall not be considered for computation of CGPA. However, it shall be recorded in the grade sheet. The learner is permitted to undergo a maximum of 4 weeks Internship.

Table 4: Duration of Industrial Training / Internship

Duration of Industrial Training / Internship	Credits
2 Weeks	1
4 Weeks	2

1 Week = 40 Internship Hours

4.7.3 In lieu of internship, two credits can be earned through **Entrepreneurship**. For which the learner has to satisfy the following requirements:

I. He / She has to complete the innovation readiness level of IRL - 9, and

II. He / She should have registered the company under MSME as Incubatee of Saveetha Engineering College.

4.8 Project Work / Start Up

4.8.1 Project work will be carried out in two phases. Phase I of the project work will be assessed internally. There is no end semester

examination for Phase I of the project work. Phase II of Project Work will have internal assessment and End Semester Examination.

4.8.2 The learners shall be permitted to carry out their final semester Project Work (Phase I and Phase II) for six months in **industry/research organizations** through the Head of Department, who shall recommend and forward the proposal to the Institutional Academic Committee for approval and the approval has to be communicated to the Controller of Examinations, prior to the commencement of project work.

4.8.3 Phase I of Project Work should be enrolled in 7th Semester and Phase II of Project Work should be enrolled in 8th Semester. However, learners who have failed, or prevented to appear for viva voce due to shortage of attendance, in Phase I of Project Work shall register Project Work Phase I and Phase II together in the subsequent semester.

4.8.4 Learners may be allowed to opt for **Start Up** in place of their Project Phase I and Project Phase II. Learners can earn 10 credits for their efforts for creating an enterprise. A Start Up review committee will review the start up by learners and based on the progress made, appropriate grades will be given.

4.8.5 The learners have to submit a project report or industrial project report or start-up report on or before the last working day of the semester and the assessment of the same will be done as detailed in clause 12.4.

4.9 Mini Project

Learners as a team comprising a maximum of 3 members, should complete Mini Project, relevant to their branch of study and earn 2 credits, under the Employment Enhancement category. For internal evaluation, HoD shall constitute a review committee, composed of 3 members (Project Monitoring Committee Head, 1 Professor/ Associate Professor and Guide), for Mini Project and award marks for 100. For the end semester examination, external

examiner will evaluate the project report and conduct viva-voce examination. The credits earned will be indicated in the Grade Sheet and will be included for the computation of CGPA for the award of degree.

4.10 Publication in Journal

The learner can earn additional **1** credit under EEC category, if his/her paper is published in Scopus Indexed Journal or Conferences. The credit will **not be included for the computation of CGPA** and is not mandatory for the award of the degree.

4.11 Off campus courses and Transfer of Credits

Learners are permitted to optionally enroll and study a maximum of three off campus courses in physical/online/hybrid mode under each UG programme with the approval of Institutional Academic Committee, as per the Regulations. The successful completion of these courses through any of the following modes shall be considered in lieu of professional elective / open elective courses of curriculum as approved by the Head of the Institution.

The list of off-campus courses, and certifications, for transfer of credits, should be provided by the Head of the Department, approved by the Institutional Academic Committee and the Head of the Institution.

4.11.1 SWAYAM / NPTEL / MOOCs Platform

Learners are permitted to optionally enroll and study these courses through SWAYAM / NPTEL/ MOOCs platforms and credit transfer is to be done based on the marks and certificate provided by the NPTEL / MOOC.

SWAYAM / NPTEL

The number of credits and transfer of credits for SWAYAM / NPTEL courses are based on the procedure explained in Table 5 and the Mapping of the marks with the grades is explained in Table 6. The mapping of marks with grades is applicable, only if the learner passes the course as per the guidelines of NPTEL.

Table 5: Duration of the course and Number of credits

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

Table 6: Mapping of Marks scored in NPTEL course and Credits earned

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

MOOCs

The credits and grades awarded for courses completed in MOOCs will be based on the Certificate earned and approved by Institutional Academic Committee.

4.11.2 Central / State funded / Self Financing Universities / Institutions

Learners are permitted to optionally enroll and study the courses in physical / hybrid / online modes offered by reputed Central / State funded Universities / Self Financing Universities/Institutions which have been awarded graded autonomy or are in the top 20 positions in the latest NIRF ranking and also conducting examination towards award of marks and grades. (NIRF Ranking of any of the last three years with respect to the year in which course is to be registered; NIRF ranking is based on respective stream for professional elective courses and based on any stream for open elective courses).

4.11.3 Foreign Universities

Learners are also permitted to enroll and undergo such courses in

Online mode at Universities abroad in the top 500 in QS and/or THE ranking in any one of the last three years. Learners are also permitted to study courses of a particular semester in a University / Institution abroad based on MoU. A learning agreement shall be evolved to map all the courses offered in the programme and the courses offered in University abroad as per the procedure outlined by the Institutional Academic Committee. The credits earned by the learners in the University abroad shall be transferred as per the learning agreement. The learners can enroll for the courses with the approval of the Head of the Institution only if the course is offered directly by Institution/University. The marks/credits earned by the learner shall be transferred based on the decision of a committee constituted by Institutional Academic Committee and approved by the Head of the Institution.

4.11.4 Research Institutions / Companies

Learners are also permitted to enroll and study the courses in physical/hybrid mode (not less than 50% in physical mode) that are offered by (i) National/State/Self-funded research institutions/laboratories and (ii) reputed companies related to the programme, and (b) reputed companies involved in transfer of knowledge provided the knowledge transferring company is a spinoff from an Engineering/Technology practicing Industry and sharing the work experience of the respective industry. The companies mentioned in 4.11.4. (ii) (a) and the company with which the knowledge transfer company associated in the case of 4.11.4. (ii) (b) should have average annual turnover of more than 200 crores over a period of 5 years. However, the academic content and delivery shall be in consonance with the institution academic standards and norms. The minimum qualification of the course instructor from the company as mentioned in 4.11.4. (ii) shall be B.E./B.Tech with 10 years of research / industrial experience . Such courses shall be

offered through MOU / MOA between Saveetha Engineering College and such institutions/organizations/ companies. The design of the courses with regard to the syllabus content, duration of each course and number of credits offered for each course shall be discussed and recommended by the Institutional Academic Committee and approved by Head of the Institution as per the Regulations. For the offer of each course under 4.11.4., a course coordinator shall be nominated from the Department who shall also attend such course and shall coordinate the question paper setting and answer script evaluation with the course instructor from research institution /laboratories /industry/ company for the continuous assessment and end semester examination. The passing requirements are as per regulations.

4.12 Mandatory Courses

The learner shall study the mandatory course prescribed by the institution and it will be mentioned in the grade sheet. However, it will not be considered for the computation of CGPA.

5 MEDIUM OF INSTRUCTION

The medium of instruction is English for all courses, examinations, Seminar presentations and Project Work reports.

The medium of instruction is either Tamil or English for the courses related to Tamil.

6 B.E. / B. TECH. (HONORS) AND B.E. / B. TECH. MINOR WITH SPECIALIZATION IN ANOTHER DISCIPLINE

6.1 B.E / B. TECH.(Hons.)

- 6.1.1** The learners should have taken additional courses from a specified group of Professional Electives (vertical) or from any of the verticals of the same programme and earned a minimum of 18 credits.
- 6.1.2** Should have passed all the courses prescribed in the curriculum and additional courses in the first attempt.
- 6.1.3** Should have earned a minimum of 7.50 CGPA taking into account all the courses prescribed in the curriculum and additional courses.

6.2 B.E./B. TECH. Minor with specialization in another discipline

The learner should have earned additionally a minimum of 18 credits in any one of the verticals offered from other Engineering Disciplines / Science and Humanities / Management.

- 6.2.1** For these 18 credits learners can optionally enroll and study maximum of 6 credits in online mode from SWAYAM-NPTEL platform, as approved by Institutional Academic Committee.
- 6.2.2** B.E / B.Tech. (Hons.) and B.E./B.Tech. minor with specialization in another discipline will be optional for learners and the learners shall be permitted to select any one of them only.
- 6.2.3** For the categories 6(i), the learners, including Lateral Entry, shall be permitted to register for the courses from Semester V onwards provided the learners have earned a minimum CGPA of 7.50 until Semester III and have cleared all the courses in the first attempt.
- 6.2.4** For the categories 6(ii), the learners, including Lateral Entry, will be permitted to register for the courses from Semester V onwards provided the learners have earned a minimum CGPA of 7.50 until Semester III.
- 6.2.5** B.E/B.Tech. (Hons.) or B.E./ B.Tech. Minor shall be offered by the Department irrespective of the number of learners enrolled.
- 6.2.6** If a learner decides not to opt for Honors, after completing a certain number of additional courses, such additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum.
- 6.2.7** If the learner has studied more number of such courses than the number of Professional Elective courses required as per the curriculum, the courses with higher grades shall be considered for the calculation of CGPA. Remaining courses shall be printed in the grade sheet, however, they will not be considered for calculation of CGPA and the same shall be indicated in the foot note appropriately.
- 6.2.8** If the learner has failed in the additional courses or faced shortage

of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.

6.2.9 If a learner decides not to opt for Minor, after completing a certain number of courses, the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum.

6.2.10 If the learner has studied more of such courses than the number of open electives required as per the curriculum, the courses with higher grades shall be considered for calculation of CGPA. Remaining courses shall be printed in the grade sheet, however, they will not be considered for calculation of CGPA and the same shall be indicated in a footnote appropriately.

If the learner has failed in the additional courses or faced shortage of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.

The learner has to enroll for these additional courses separately and pay a tuition fee for studying these six additional courses and pay an additional exam fee.

7 DURATION OF THE PROGRAMME

7.1 A learner is normally expected to complete the B.E. / B.Tech. programme in 4 years (8 Semesters) for HSC learners and 3 years (6 semesters) for lateral entry learners, but in any case, not more than 7 years (14 Semesters) for HSC learners and 6 years (12 semesters) for lateral entry learners.

7.2 Each semester shall normally consist of 90 working days (including examination days). The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus, covering the full content of the syllabus for the course being taught.

7.3 The Head of the Department may conduct additional classes for improvement, special coaching, conduct Formative assessment etc., over and above the specified periods. But for the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 7) by the learners,

following method shall be used, for each course.

$$\text{Attendance \%} = \frac{\text{Total No. of periods attended in a particular course per semester} \times 100\%}{\text{Total No. of periods allotted for the course per semester}}$$

The End Semester Examination will ordinarily follow immediately after the last working day of the semester commencing from I semester as per the academic schedule prescribed from time to time.

- 7.4** The total duration for completion of the programme reckoned from the commencement of the first semester to which the learner was admitted shall not exceed the maximum duration specified in clause 7.1, irrespective of the period of break of study (vide clause 21), in order that the learner may be eligible for the award of the degree (vide clause 19).

8 REGISTRATION OF COURSES

8.1 COURSE ENROLLMENT AND REGISTRATION

- a. Each learner, on admission, shall be assigned to a Mentor (vide clause 9), who shall advise and counsel the learner about the details of the academic programme and the choice of courses, considering the learner's academic background and career objectives.
- b. After registering for a course, a learner shall attend the classes, satisfy the attendance requirements, earn continuous assessment marks and appear for the end semester examinations.
- c. The enrollment for all the courses of curriculum from the Semesters I to VIII and additional courses for shortage of attendance, Honors and Minors from the semesters V and VIII should be enrolled by the learner using the academic portal. The courses for Honors and Minor shall be registered separately under additional courses in the academic portal. The learner shall enroll for the courses with the guidance of the learner's mentor. If the learner wishes, the learner may drop or add courses within 10 working days after the commencement of the concerned semester.
- d. In each semester, the learner can register for a minimum of **18** credits and a maximum of **36** credits (up to 6th semester). However, a learner can

register less than the prescribed minimum credits, **under specific conditions**, with the approval of Institutional Academic Committee.

- e. The learner should register for the course in the portal **within three days**, when the course is open for registration.
- f. The prerequisite as defined in the Syllabus, has to be satisfied, (the learner should have registered for the prerequisite course and obtained 75% of attendance), before registering for a particular course.
- g. The learner is permitted to withdraw i.e., drop from the course, **within 10 working days** of registration.
- h. Learners can register for Project Work Phase I in Semester VII and Project Work Phase II in Semester VIII only.

8.2 Choice of Professional Elective Courses

The professional Elective Courses are listed in the Curriculum. A learner can choose all the Professional Elective Courses either from any one of the verticals or a combination of courses from all verticals in a semester. For a professional elective course and open elective course, minimum number of learners enrolment permitted shall be 15. However, the minimum number is not applicable for learners enrolling B.E. / B. Tech. (Hons) and B.E. / B. Tech. Minor.

8.3 Reregister a Course

Reregistering for a course, means attending all classes, fulfilling the attendance requirements as per clause 8.4, earning fresh Continuous Assessment marks and appearing for the End Semester Examinations. A learner has to reregister a course as per the following conditions.

- 8.3.1** If a learner is failed or prevented from writing end semester examination of any course due to lack of attendance, the learner has to register for that course again when offered next and redo the course, attend the classes, fulfill the attendance requirements as per clause 8.4, secure Continuous Assessment marks and appear for the End Semester Examinations.
- 8.3.2** If any other course is opted by the learner, the previous registration

is cancelled and henceforth it is to be considered as a new course. The learner has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 8.4 and appear for the end semester examination.

8.3.3 A learner who fails in Project Work Phase I and Project Work Phase II shall register for the course again, when offered next, and redo the course. In this case, the learner shall attend the reviews and fulfill the attendance requirements as per clause 8.4.

8.3.4 The learner who fails in industrial training / internship shall attend the training / internship again and redo the course with the same organization or different organization with the approval of the HOD.

8.4 ATTENDANCE REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION OF A COURSE

a. A learner who has fulfilled the following conditions shall be deemed to have satisfied the attendance requirements for appearing for the end semester examination of a particular course.

Ideally every learner is expected to attend all periods and earn 100% attendance. However, the learner shall secure not less than 75% attendance, course wise, taking into account the number of periods required for that course, as specified in the curriculum.

b. If a learner secures attendance between 70% and less than 75% in any course in the current semester, due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events, with prior permission from the Chairman of Sports Board and Head of the Department concerned, the learner shall be given exemption from the prescribed attendance requirement (75%) and the learner shall be permitted to appear for the end semester examination of that course. In all such cases, the learners should submit the required documents on joining after the absence to the Head of the Department through the Mentor. After the approval from the Head of the Institution, the HOD shall inform the course instructor to provide necessary

attendance at the end of semester before finalizing attendance. Producing such documents while finalizing attendance at the end of semester shall not be accepted.

- c. A learner shall normally be permitted to appear for the end semester examination of the course if the learner has satisfied the attendance requirements (vide clause 8.4.1 and 8.4.2) and has registered for the examination in those courses of that semester by paying the prescribed fee.
- d. Learners who do not satisfy clause 8.4.1 and 8.4.2 and who secure less than 70% attendance in a course will not be permitted to write the end semester examination of that course. The learner has to register and redo the course when it is offered next as per Clause 8.3.
- e. In the case of reappearance (Arrear) registration for a course (the courses for which redo is not required, after VIII semester), the attendance requirement as mentioned in Clauses 8.4.1 and 8.4.2 is not applicable. However, the learner has to register for the examination in that course by paying the prescribed fee.

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

8.5 ATTENDANCE AND ASSESSMENT RECORD

Every facilitator 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 facilitator. The attendance sheet completed in all respects should be submitted to the Head of the Department periodically for checking the syllabus coverage and the digital / physical 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 five years). The digital / physical records of attendance and assessment

of both current and previous semesters should be available for auditing.

9 MENTOR

To help the learners in planning their courses of study and for general advice on the academic programme, the Head of the Department of the learners, will attach a certain number of learners to a faculty of the Department, who shall function as mentor for those learners throughout their period of study. The mentor shall advise the learners in registration and reregistration of courses, monitor their attendance and progress and counsel them periodically. If necessary, the mentor may also discuss with or inform the parents about the progress / performance of the learners concerned. The number of learners assigned to a mentor will be decided by the Head of the Department.

The responsibilities of the mentor shall be:

- a. To inform the interpretation of Regulations to the learners and their rights and duties.
- b. To inform code of conduct to be maintained in the campus and disciplinary actions.
- c. To inform the learners about the various facilities and activities available to enhance the learner's curricular and co-curricular activities.
- d. To guide learner enrollment and registration of the courses.
- e. To monitor the academic and general performance of the learners including attendance and to counsel them accordingly.
- f. To collect and maintain the academic and co-curricular digital / physical records of the learners.
- g. To facilitate and collect learners feedback about the course and course instructor, and the course and programme's exit survey.
- h. To provide all the details of academics including feedback, training, scholarship, placement and co-curricular and extra-curricular activities of the learners to the Head of the Institution, through HOD.

10 COURSE COMMITTEES

10.1 COURSE COMMITTEES

- a. A theory course handled by more than one faculty shall have a

“Common Course Committee”, composed of all faculty members teaching that course. One of the faculty shall be nominated as Course Coordinator by the Faculty Chairman, duly approved by the Institutional Academic Committee. The committee shall be constituted by the Institutional Academic Committee within 15 days from the commencement of the semester.

- b. The first meeting of the Common Course Committee shall be held within fifteen days from the date of formation of the committee. The lesson plan, books and references to be followed shall be decided at the first meeting. Two or three subsequent meetings in a semester may be held at suitable intervals.
- c. In addition, the “Common Course Committee” shall meet to ensure uniform evaluation of continuous assessments after arriving at a common scheme of evaluation for the assessments (vide clause 12).
- d. Wherever feasible, the common course committee shall prepare a common question paper for the continuous assessment tests also. The question paper for the end semester examination is common and shall be set by the Course Coordinator, in consultation with all the faculty members.

10.2 Class Committee

“Class Committee” comprises all facilitators handling courses of a particular semester and two learner representatives (preferably one male and one female learner) from the programme concerned. The committee shall be constituted by the HoD within 10 days from the commencement of classes. The mentor will coordinate the activities of this committee. The mentors and HoD will attend the meeting and mentor shall prepare the minutes of the meeting, which will be approved by the HoD. The copy of the minutes shall be displayed in the notice board within one week from the date of meeting. The functions of this committee are as follows:

The first meeting of the Class Committee shall be held within 10 days from the date of formation of the committee where the enrollment of the courses

including add and drop of the courses will be finalized. Two or three subsequent meetings in a semester may be held at suitable intervals. During these meetings, the learner members shall meaningfully interact and express their opinions and suggestions of all the learners to improve the effectiveness of the teaching-learning process.

After the completion of the semester examination and evaluation process the course instructor shall keep the record of marks and grades earned by the learners for the computation of CO and PO attainments.

11 SYSTEM OF EXAMINATION

- 11.1** Performance in each course of study shall be evaluated based on (i) continuous internal assessment throughout the semester and (ii) end Semester examination at the end of the semester.
- 11.2** Each course, both theory and practical (including project work & viva voce examinations) shall be evaluated for a maximum of 100 marks.
- 11.3** For all theory courses, the continuous internal assessment will carry **40 marks** while the End Semester examination will carry **60 marks**.
- 11.4** For all theory courses with laboratory component, the continuous internal assessment will carry **50 marks** while the End Semester examination will carry **50 marks**.
- 11.5** For all laboratory courses, the continuous internal assessment will carry **60 marks** while the End Semester examination will carry **40 marks**.
- 11.6** The continuous internal assessment for the project work will carry **60 marks** while the End Semester examination will carry **40 marks**.
- 11.7** Industrial Training / Internship / Entrepreneurship shall carry 100 marks and shall be evaluated through internal assessment only.
- 11.8** The End Semester examination (theory and practical) of 3 hours duration shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters.
- 11.9** The evaluation of Project Work Phase I shall be by the internal review committee, constituted by the Head of the Department.
- 11.10** The End Semester examination for Project Work Phase II shall consist of

evaluation of the final report submitted by the learner or learners of the project group (of not exceeding 3 students) by an external examiner and an internal examiner, followed by a viva-voce examination conducted separately for each learner by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.

- 11.11 For the End Semester examination of practical courses including Project Work, the internal and external examiners shall be appointed by the Controller of Examinations.
- 11.12 End semester Examination is a mandatory requirement for passing the course and every learner should appear for the examination for theory, laboratory, laboratory integrated theory courses and project work.
- 11.13 The marks will be awarded and entered in the academic portal for individual components of continuous assessments and end semester examination(s) (theory and laboratory separately in the case of theory integrated with practical, wherever applicable).

12 PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

12.1 THEORY COURSES

For Theory Courses out of 100 marks, the maximum marks for continuous assessment is fixed as 40 and the end semester examination carries 60 marks.

Continuous Internal Assessment(CIA) comprises two written test based assessments (CIA 1 and CIA 2) and two Skill assessments (SA1 and SA2) (Assignment/Case study / Seminar / Mini project /Quiz/ Simulation) conducted by the course instructor, as shown in Table 7. The total percentage of marks obtained in all assessments put together is 100 and shall be proportionately reduced for 40% of marks and rounded to the nearest integer.

Table 7: Weightage of Marks for Internal Assessment

CIA 1	CIA 2	SA1	SA2	Total*
60	60	40	40	200

*The weighted average shall be converted into 40 marks for Internal

Assessment.

One assessment test would be conducted in a day, in the case of tests, they would be of one and a half hours duration each. Learners will have regular classes on the assessment days of these tests.

12.2 THEORY COURSES WITH PRACTICAL COMPONENT

Weightage of continuous assessment and end semester examination marks will be 50% each. The distribution of marks for the theory and laboratory components in the continuous assessments and end semester examination for different types of courses are provided in the table 8.

The procedure for the conduct of continuous assessments for practical components is as per the clause 12.3.

Table 8:

Credits			Weightage for Internal in %		Weightage for External in %	
L	P	Total	Theory	Practical	Theory	Practical
1	2	3	25	25	0	50
1	1	2	25	25	0	50
2	1	3	25	25	25	25
3	1	4	25	25	35	15
2	2	4	25	25	15	35
4	1	5	25	25	35	15
3	2	5	25	25	20	30

12.3 PRACTICAL COURSES

For Practical Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as **60 marks** and the End Semester Examination carries **40 marks**.

The maximum marks for Continuous Assessment shall be 60 marks in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and digital / physical records to be maintained. There shall be at least one model practical examination. The criteria for arriving at the Continuous Assessment marks of 60 is as follows: For successful completion of all the prescribed experiments done in the Laboratory 75% of marks shall be awarded and 25% marks shall be awarded for the model practical examination, as shown in Table 9. The total marks

earned by the learner in continuous assessments shall be converted into a maximum of 60 marks and rounded to the nearest integer.

Table 9: Weightage of Marks for Continuous Assessment

Continuous Assessment (100%)*	
Evaluation of Laboratory Observation, Record	Model Practicals
75%	25%

Total percentage of Continuous assessment marks shall be converted into 60 marks. The end semester examination shall be for 40 marks and shall include Viva-Voce also as a part of it.

The End semester examinations for Laboratory courses will be of 3 hours duration and shall normally be conducted before the theory End Semester Examinations.

12.4 Assessment for Project Work

12.4.1 Project Work at the institution

Project Work Phase I may be allotted to a single learner or to a group of learners not exceeding 3 per group preferably learners from different departments. The Head of the Department shall constitute a review committee, for project work. There shall be three reviews during the semester by the review committee as given Table 10. The learner shall make a presentation on the progress made by him / her before the committee. There is no end semester examination for Project Work Phase I.

Table 10:

Internal Assessment		
Review 1	Review 2	Review 3
15	15	20

Project Work Phase II

The same team which worked together for Phase I, will continue the Phase II of their Project Work. The review committee, constituted by the Head of the Department, shall conduct three reviews during the

semester by the review committee. The learner shall make a presentation on the progress made by him / her before the committee. The total marks obtained in the three reviews will be for 50 marks and rounded to the nearest integer. The scheme of assessment of Project Work Phase II is given in Table 11.

Table 11:

Internal Assessment			End Semester Examination				Total
Review 1	Review 2	Review 3	Project Report	Viva Voce			
			External	External	Internal	Supervisor	
20	20	20	10	10	10	10	

- a. The project report shall be submitted as per the approved guidelines given by Institutional Academic Committee. Same marks shall be awarded to every learner within the project group for the project report. The project report and viva-voce examination shall carry 50 marks. Marks are awarded to each learner of the project group based on the individual performance in the viva-voce examination.
- b. If a learner fails to submit the project report on or before the specified deadline, he/she is deemed to have failed in the Project Work and shall re-register for the same in a subsequent semester.

12.4.2 Assessment for Industrial Project Work

In the case of industrial projects, the marks allotted for supervisor will be shared equally by the supervisor from the Department and coordinator/Supervisor from the company. The Viva-Voce examination for industrial project shall be based on the report submitted by the learner with regard to the work carried out in the industrial project. The learners have to produce attendance certificate at the time of reviews. The report shall be certified by mentor from

industry, supervisor and HoD.

If the project report or report of industrial project 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 report with due approval obtained from the Head of the Department. If the report is not submitted even beyond the extended time, then the learner(s) is deemed to have failed in the Project Work and learner has to redo the course again.

12.5 Assessment for Start Up

Learners shall also undertake a start up activity for the development of products as part of project work. If the outcome of the project work carried out by the learner(s) is a fully developed product and whose concept is tested and validated, then it shall be considered in lieu of the project work Phase I and Phase II . Such learners shall submit a start-up report, which includes the concepts and process flow of the developed product, publications and patents, if any. The evaluation of the start-up report is done as per Table 11.

12.6 Assessment for Industrial Training / Internship

The Industrial Training / Internship shall carry 100 marks and shall be evaluated through continuous assessment only as per the Table 12. At the end of the Industrial Training/ Internship , the learner shall submit a certificate from the organization where the learner has undergone training and a brief report about the training. The evaluation will be made based on this report, presentation and a Viva-Voce Examination conducted by a three member Departmental Committee constituted by the Head of the Department. The evaluation shall be carried out as per the procedure shown in Table 12.

Table 12: Assessment for Inplant Training/ Internship

Evaluation Marks (100)		
Report	Presentation	Viva-Voce
40	30	30

12.7 Assessment for Entrepreneurship

The Entrepreneurship shall carry 100 marks and shall be evaluated through continuous assessment only as per the Table 13. The learner shall achieve Innovation Readiness Level – 9 and should register his/her company under MSME as SIIS Incubatee, to earn credits for Entrepreneurship.

The registered certificate from the MSME and a brief report about the company should be submitted. The evaluation will be made based on this report, presentation and a Viva-Voce Examination conducted by a three member Departmental Committee constituted by the Head of the Department. The evaluation shall be carried out as per the procedure shown in Table 13.

Table 13: Assessment for Entrepreneurship

Evaluation Marks (100)		
Report	Presentation	Viva-Voce
40	30	30

12.8 ASSESSMENT FOR MINI PROJECT

The Mini Project shall carry 100 marks and shall be evaluated through three reviews as continuous assessments. The first and second reviews are to be evaluated by a three member committee constituted by the HOD which includes the supervisor, coordinator and an expert from the Department. At the end of the semester the learner shall submit a brief report on the Mini Project. End Semester Examination will be conducted based on this report and Viva-Voce Examination and the evaluation report shall be sent to the Controller of Examinations by the Head of the Department.

The breakup of marks is given in the Table 14:

Table 14: Continuous Assessment for Mini Project

Internal Assessment		End Semester Examination			Total
Review 1	Review 2	Project Report	Viva Voce		
		External	External	Supervisor	
25	25	30	10	10	100

13 CONDUCT OF ACADEMIC AUDIT BY THE DEPARTMENT

Every department shall strive for a better performance of the learners by conducting the continuous assessments as mentioned in Clause 12 and that is followed by the end semester examination, as the case may be.

In order to ensure the above, Academic Audit is to be done for every course taught during the semester.

- a) For the continuous assessments conducted for each course (as per details provided in Clause 12), the academic digital / physical records shall be maintained for the activity based evaluation and assessment test question paper and answer script.
- b) Report of Inplant Training/ Internship shall also be maintained, if applicable.
- c) For laboratory courses the learners' record and course coordinator's system of evaluation shall be maintained.
- d) Further, the attendance of all learners shall be maintained as a record.

The Controller of Examinations shall facilitate the conduct of academic audit process including the end semester examination question paper and answer scripts.

The academic audit shall include verification of all the academic digital / physical records pertaining to the Regulation in-force, the attendance and assessment record, CO, PO attainment digital / physical records, learner's feedback of the courses, and the overall teaching-learning process based on Bloom's taxonomy. Action shall be taken by HOD based on the audit report for continuous improvement. Academic documents of UG degree programmes should be available with the department/faculty for 5 years.

14 PASSING REQUIREMENTS

- 14.1** A candidate who secures not less than 50% of total marks prescribed for the courses (Continuous Assessment + End semester examination) with a minimum of 45% of the marks prescribed for the end-semester Examination in theory, theory with practical components (45% individually in theory and laboratory) and practical courses (including Project work), 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).

- 14.2** If a learner fails to secure a pass in a Theory course/ Practical / Project Work, the learner shall Re-register for that course in the subsequent semester, when offered next, earn internal assessment marks and attend the end semester examination.
- 14.3** For the Passed Out learners, who have not passed one or more courses:
If a learner fails to secure a pass in a theory course / laboratory course, the learner shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the learner in the first appearance shall be retained and considered valid for all subsequent attempts till the learner secures a pass. However, from the third attempt onwards if a learner fails to obtain pass marks (IA + End Semester Examination) then the learner shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the End semester examinations alone.
- 14.4** If a learner has submitted the project report but is absent in the end semester examination of project work, the learner is deemed to be failed. In this case and also if a learner attends and fails in the End semester examination of Project work of B.E. / B.Tech, he/she shall attend end semester examination again within 60 days from the date of declaration of the results. The subsequent viva-voce examination will be considered as reappearance with payment of exam fee. In case, the learner fails in the subsequent viva-voce examination also, the learner shall redo the course again, when offered next.
- 14.5** The passing requirement for the courses which are assessed only through continuous assessment, shall be fixed as minimum 50%.
- 14.6** Photocopy / Revaluation
A learner can apply for a photocopy of his/her semester examination answer paper in a theory course, as per the guidelines of the COE, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Institutions. The answer script is to be valued and

justified by a faculty member, who has handled the subject and recommended revaluation with the breakup of marks for each question. Based on the recommendation, the learner can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the learner concerned through the Head of the Institutions. Revaluation is not permitted for practical courses and EEC courses.

A learner can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

14.7 Review

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

Learners applying for Revaluation only are eligible to apply for Review.

15 AWARD OF LETTER GRADES

15.1 The award of letter grades will be decided using relative grading principle except Laboratory Courses and Project Work. The performance of a learner will be reported using letter grades, each carrying certain points as shown in Table 15.

Table 15: Award of Letter Grades

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

WD (Withdrawal)	0
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A learner 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 learner has failed to pass in that course and reappearance/ reregistration is required for that particular course.

'SA' denotes shortage of attendance (as per Clause 8.4) and hence prevented from writing end semester examination.

'WD' indicates withdrawal from the course.

Relative Grading

For those learners who have passed the course (theory course / laboratory integrated theory courses and all EEC except laboratory course / Project Work Course), the relative grading shall be done provided if the strength of learners who have met the passing requirements is greater than 30. The marks of those learners who have passed only shall be input 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 learner.

Absolute Grading

- In all the courses, if the number of learners who have passed the course is less than or equal to 30 then absolute grading shall be followed with the grade range as specified in the Table.
- For the Project Work / Internship and Laboratory Courses, absolute grading procedure shall be followed as given in the Table 16 irrespective of the number of learners who have passed the course.

Table 16: Grade range for absolute grading

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

15.2 For the Co-curricular activities such as NSS / NSO / YRC, No credit is

assigned. This shall appear in the grade sheet. Every learner shall put in a minimum of 75% attendance in the training and attend the camp compulsorily. The training and camp shall be completed during the first year of the programme. However, for valid reasons, the Head of the Department may permit a learner to complete this requirement in the second year. For the award of degree, successful completion of any one of the above co-curricular activities is mandatory.

15.3 GPA AND CGPA CALCULATION

The results are declared by the Controller of Examinations. Grade Sheets will be issued every semester to each learner which will contain the following details:

- 15.3.1** The list of courses of curriculum registered during the semester and the grades scored.
- 15.3.2** List of courses studied for Hons., minor and any other additional courses in which the learner has passed with the grades under the title additional courses.
- 15.3.3** The Grade Point Average (GPA) for the semester considering only the courses of curriculum (not the additional courses).
- 15.3.4** The Cumulative Grade Point Average (CGPA) of all courses registered from first semester onwards considering only the courses of curriculum (not the additional courses). However, for the learners who have successfully completed the requirements of B.E. / B. Tech. (Hons) and B.E. / B.Tech. Minor vide Clause 6.2, grades scored in the six additional courses shall be taken into account for the computation of CGPA.
- 15.3.5** During each semester, the list of curricular courses (not the additional courses) registered and the grades scored in each course are used to compute the Grade Point Average (GPA). GPA is the ratio of the sum of the products of the number of credits of curricular courses (not the additional courses) registered and the grade points corresponding to the grades scored in those courses, taken for all the courses, to

the sum of the number of credits of all the courses in the semester.

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

Where C_i - is the Credits assigned to the course

GP_i - is the grade point corresponding to the letter 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.

- 15.3.6** CGPA will be calculated in a similar manner, considering all the curricular courses (not the additional courses) enrolled from the first semester. "U" and "SA" grades will be excluded for calculating GPA and CGPA.
- 15.3.7** Credits earned under value added courses, shall not be considered for calculating the GPA or CGPA.
- 15.3.8** If a learner studies more number of professional and open electives than required as per the learner's programme curriculum (if the learner decides not to opt for Hons. and Minor), the calculation of final CGPA shall be as per clause 6.
- 15.3.9** If a learner successfully completes all the requirements of the programme and also meets the requirements of B.E. / B. Tech. (Hons) or B.E. / B. Tech. Minor but desires not to opt for the additional qualification, then he/she has to submit a declaration with regard to the same within 30 days before the completion of semester VIII.
- 15.3.10** In the consolidated grade sheet the CGPA earned shall be converted into percentage of marks as follows, Percentage of Marks = CGPA X 10

16 ELIGIBILITY FOR THE AWARD OF DEGREE

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

- (i) Successfully gained the required number of total credits as specified in the curriculum corresponding to the learner's programme within the stipulated time.
- (ii) Successfully completed the course requirements, appeared for the End-Semester examinations and passed all the courses prescribed in all the 8 semesters within a maximum period of 7 years reckoned from the commencement of the first semester to which the candidate was admitted.
- (iii) Successfully passed any additional courses prescribed by the Institutional Academic Committee.
- (iv) Successfully completed the NCC / NSS / NSO / YRC requirements.
- (v) No disciplinary action is pending against the learner.
- (vi) The award of Degree must have been approved by the Syndicate of the University.

16.2 Classification of the Degree Awarded

16.2.1 First Class with Distinction

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

- a) Should have passed the examination of all the courses of all the eight semesters (**Six Semesters for Lateral Entry**) in the learner's first appearance within five years (**Four years for Lateral Entry**), which includes authorized break of study of one year. Withdrawal from examination (vide Clause 17) will not be considered as an appearance.
- b) Should have secured a CGPA of not less than **8.50**.
- c) One year authorized break of study (if availed of) is included in the five years (and four years in the case of lateral entry)
- d) Should not have been prevented from writing end semester

examination in any of the courses of the Curriculum making up the total credit requirement.

- e) A learner who satisfies norms given in clause 6, becomes eligible for classification of the degree with B.E./B.Tech. (Hons) and B.E./B.Tech. minor.

Details are provided in Table 17.

Table17: Classification for the award of the B.E/ B. Tech. degree in First class with Distinction

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits above the requirement of curriculum(iv)	CGPA (v)	Pass in (vi)	Break of study (vii)	Prevention to write end semester examination	Withdrawal from writing end semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years	-	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. Lateral Entry	3 years	4 years	-	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. (Hons)	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from more than one verticals of the same programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. minor	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from any one vertical of the other programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

16.2.2 First Class:

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

- a) Should have passed the examination of all the courses of all eight semesters (Six Semester for Lateral Entry) within five years (within Four years for Lateral Entry), which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- b) Should have secured a CGPA of not less than 6.50.
- c) A learner who satisfies norms given in clause 6, becomes eligible for classification of the degree with B.E./B.Tech. (Honours) and B.E./B.Tech. minor. Details are provided in Table 18.

Table 18: Classification for the award of the B.E/ B. Tech. degree with First class

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits (iv)	CGPA (v)	Pass in (vi)	Break of study (vii)	Prevention to write end semester examination	Withdrawal from writing end semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years	-	6.50	-	One year authorised break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-
B.E./B.Tech. Lateral Entry	3 years	4 years	-	6.50	-	One year authorised break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-
B.E./B.Tech. (Hons)	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from more than one verticals of the same programme	7.50	First attempt	One year authorised drop of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. minor	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from any one vertical of the other programme	6.50	-	One year authorised break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-

16.2.3 Second Class

- a) Learners who pursue B.E./B.Tech. in Regular mode or lateral entry mode or B.E./B.Tech. minor in specialisation of another discipline and who are not covered in clauses 16.2.1 and 16.2.2 and who qualify for the award of the degree (vide Clause 16.1) shall be declared to have passed the examination in **Second Class**.
- b) A learner who is absent in the End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 15) for the purpose of classification.
- c) Learner earned additional 18 credits as per Clause 6 (i) and (ii) but does not satisfy the conditions mentioned in 6(i) or 6(ii) shall not be awarded B.E./B.Tech.(Hons.) In such case if the learner becomes eligible for First Class, while computing CGPA with the PE/OE courses with higher grades the learner shall be awarded B.E. / B.Tech. in First Class only.

17 PROVISION FOR WITHDRAWAL FROM EXAMINATION:

- 17.1** A learner may, for valid reasons, (medically unfit / unexpected family situations / sports approved by Chairman, sports board and 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 Institutional Academic Committee through the HOD with the required documents.
- 17.2** Withdrawal application shall be valid only if the learner is otherwise eligible to write the examination and if it is made within TEN working days before/after the commencement of the end semester examination in that course or courses and also recommended by the Head of the Department.
 - 17.2.1** 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.

- 17.2 If a learner withdraws a course or courses from writing end semester examinations, he/she shall register the same in the subsequent semester and write the end semester examination(s).
- 17.3 Withdrawal shall not be considered as an appearance for deciding the eligibility of a learner for First Class with Distinction.
- 17.4 If a student applies for withdrawal from Project Work, he/she will be permitted for the withdrawal only if the student has submitted the project report before the deadline. However, the student may appear for the viva-voce examination within 60 days after the declaration of results for Project Work and the same shall not be considered as reappearance.
- 17.5 Withdrawal is permitted for the end semester examinations in the final semester only if the period of study of the learner concerned does not exceed 5 years as per clause 16.2.1.

18 PROVISION FOR AUTHORISED BREAK OF STUDY

- 18.1 A learner is permitted to go on authorized break of study for a maximum period of one year as a single spell.
- 18.2 Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situations the learner may apply for an additional break of study not exceeding another year. If a learner intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to re-join the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Director, Student Affairs(Anna University) in advance, but not later than the last date for registering for the end semester examination of the semester in question, through the Head of the Institution stating the reasons therefore and the probable date of re-joining the programme.
- 18.3 The candidates permitted to rejoin the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and

Regulations in force at the time of rejoining. The learners rejoining in new Regulations shall apply to the Director, Academic Courses (Anna University) in the prescribed format through Head of the Institution at the beginning of the readmitted semester itself for prescribing additional courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.

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

18.4 The authorized break of study is included in the duration specified for passing all the courses for the purpose of classification (vide Clause 16.2).

18.5 The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 7.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.

18.6 If any learner is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 18.1).

18.7 If a learner in Full Time mode wants to take up a job / start-up / entrepreneurship during the period of study he/she shall apply for authorized break of study for one year. The learner shall join the job / start-up / entrepreneurship only after getting approval of the same from the Director, Centre for Academic Courses (Anna University) with due proof to that effect.

18.8 No fee is applicable to students during the Break of Study period.

19 DISCIPLINE

19.1 Every learner is required to observe disciplined and decorous behavior both inside and outside the college and not to indulge in any activity which will tend

to bring down the Institution / Department. The Head of the Institution shall constitute a disciplinary committee consisting of the Head of the Institution, Head of the department to which the learner concerned belongs, and the Head of another department 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 by the Registrar of the University for taking a final decision.

- 19.2** If a learner indulges in malpractice in any of the examinations, the learner shall be liable for punitive action as prescribed by the Institution from time to time.

20 REVISION OF REGULATIONS, 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 with the approval of the Syndicate.

ANNEXURE – I

FOUR YEAR B.E. DEGREE COURSES:

1. Agriculture Engineering
2. Biomedical Engineering
3. Civil Engineering
4. Computer Science and Engineering
5. Computer Science and Engineering (Cyber Security)
6. Computer Science and Engineering (IoT)
7. Electrical and Electronics Engineering
8. Electronics and Communication Engineering
9. Mechanical Engineering

FOUR YEAR B.Tech. COURSES:

1. Artificial Intelligence and Data Science
2. Artificial Intelligence and Machine Learning
3. Chemical Engineering
4. Information Technology