GOVERNMENT COLLEGE OF TECHNOLOGY: COIMBATORE 641 013
(An autonomous Institution affiliated to Anna University)
REGULATIONS 2018A

CHOICE BASED CREDIT SYSTEM
Common to all B.E. / B.Tech. Full-Time Programmes

(For the students admitted to B.E. / B.Tech. Programme during the Academic year 2021-2022 onwards)

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this regulation, unless the context otherwise specifies:
   I. **"Programme"** means B.E. /B.Tech. Degree Programme.
  II. **"Branch"** means a discipline or specialization of B.E. /B.Tech., Degree Programme like Civil Engineering, Bio Technology etc.
 III. **"Course"** means a Theory or Practical subject that is normally studied in a semester like Engineering Mathematics, Engineering Mechanics etc..
  IV. "**Principal & Chairman**" means the authority of the Institution who is responsible for all academic activities for the implementation of relevant rules and regulations.
   V. **"Controller of Examinations"** means the Authority of the Institution who is responsible for all activities of the End Semester Examinations of all Departments and hereafter called COE.
  VI. **"Head of the Department"** means Head of the Under Graduate Programme Concerned.
 VII. **"University"** means ANNA UNIVERSITY, Chennai.

2. ADMISSION PROCEDURE

2.1 (a) Students for admission to the first semester of the eight semesters B.E. / B.Tech. Degree Programme shall be required to have a pass in Higher Secondary Examination (Academic 10 + 2) Curriculum or its equivalent examinations with the subjects Mathematics, Physics and Chemistry as notified by the Government of Tamilnadu.

2.1 (b) Candidates for admission to the Second year of the Four year B.E. / B.Tech. Degree programme shall be required to have passed,

i. the Diploma Examination in Engineering conducted by the State Board of
   Technical Education and Training, Tamilnadu.

(or)

ii. an Examination of any University or Authority, accepted by the Syndicate of
    the Anna University as equivalent thereto

(or)

iii. any other examination as notified by the Government of Tamilnadu.

Candidates who have passed Bachelor of Science conducted by the State Board of Collegiate Education, are eligible for admission to the Third Semester under Lateral Entry Scheme of the B.E. / B.Tech. Degree Programmes.

2.2. The eligibility criteria shall be as prescribed by Anna University, Chennai and Government of Tamilnadu from time to time.

3. BRANCHES OF STUDY

A student may be offered admission to any one of the branches of study approved by the Authorities.

Details of branches of study currently being offered by the Institution are listed below:

1. B.E. Civil Engineering
2. B.E. Mechanical Engineering
3. B.E. Electrical and Electronics Engineering
4. B.E. Electronics and Communication Engineering
5. B.E. Production Engineering
6. B.E. Electronics and Instrumentation Engineering
7. B.E. Computer Science and Engineering
8. B.Tech. Information Technology
9. B.Tech. Industrial Biotechnology

3.2 In addition to the regular four years B.E./B.Tech programme, the following are offered by the Institution:

- B.E./B.Tech Honors
  - Students can earn, BE/BTech degree with honors in the chosen discipline of engineering by opting for six additional courses across the list of professional electives/verticals offered by their parent department
- B.E./B.Tech Honors (with specialization)
  - Students can earn, BE/BTech degree, honors (with specialization) in the chosen discipline of engineering by opting for six additional courses from one of the verticals offered by their parent department
- B.E./B.Tech (with minor degree)
  - Students who are desirous of pursuing their special interest areas other than the chosen discipline of Engineering can earn, B.E/B.Tech degree with minor engineering by opting for six additional courses from one of the verticals offered by a department other than their parent department.

4. STRUCTURE OF THE PROGRAMMES
4.1 Categorization of Courses
Every B.E. / B. Tech. Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows:

i. **Humanities and Social Sciences including management (HS)** Courses include Technical English, Communication skills, Humanities and Management. **(12 Credits)***

ii. **Basic Sciences (BS)** Courses include Mathematics, Physics, Chemistry, Biology, etc. **(25 Credits)***

iii. **Engineering Sciences (ES)** Courses include Engineering Practices, Engineering Graphics, Basics of Electrical/Electronics/Mechanical/Computer, etc. **(24 Credits)***

iv. **Professional Core (PC)** Courses include the core courses relevant to the chosen specialization/branch of study. **(48 Credits)***

v. **Professional Elective (PE)** Courses include the elective courses relevant to the chosen specialization/ branch of study. **(18 Credits)***

vi. **Open Elective (OE)** Electives from other technical and/or emerging courses are given as a separate list of Elective Courses offered by the Engineering / Science Departments and a student can choose a Course as Open Elective from the above list of Courses. **(18 Credits)***

vii. **Employability Enhancement Courses (EEC)** include Project Work, Internship, Seminar, Professional Practices, Case Study and Industrial/Practical Training. **(15 Credits)***

viii.   **Mandatory courses (MC)** include Environmental Science and Engineering, Induction training, Indian Constitution, Essence of Indian traditional knowledge.   **(0 Credits)***
*Minor variations are allowed as per the need of the respective discipline.

4.2   Number of credits per semester

Curriculum of a semester shall normally have a blend of Lecture Courses and practical Courses. In addition, Employability Enhancement Course(s) may also be included. Each course may have credits assigned as per Clause 4.3. However, the total number of credits per semester shall not exceed 36 (including EEC, credit transfer from SWAYAM/NPTEL courses, re-registration courses, courses registered for honors/honors with specialization/minor, and excluding Value Added courses, reappearance courses).

4.3   Credit Assignment

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

Contact period per week	CREDIT(S)
1 Lecture Period	1
1 Tutorial Period	1
1 Practical Period (Laboratory / Seminar / Project Work / etc.)	0.5

4.4.   Range of Credits

A range of credits from **162 to 165** for a student to be eligible to get the Under Graduate degree in engineering, and additional 18 credits for honors/honors with specialization/minor students.

4.5.   Industrial Training / Practical Training/ Internship/ Summer Projects / Seminars /Professional Practices /Case Study

4.5.1 The students may undergo Industrial training/ Practical Training/ Internship/ Summer Projects / Seminars /Professional Practices /Case Study for a period as specified in the Curriculum during summer / winter vacation. In this case, the training has to be undergone continuously for the entire period.

          The students may undergo Internship at Research organization / University/Reputed firms satisfying prescribed qualifications set by the department (after due approval from the HOD) for the period prescribed in the curriculum during summer / winter vacation, in lieu of Industrial training. The students may undergo online Internships subjects to the approval of BOS concerned**.**

The course(s) (i.e. Industrial training /Practical Training /Internship /Summer Projects /Seminars /Professional Practices / Case Study) which is/are successfully completed by the student in a particular EVEN/ODD semester during the course of study is/are eligible for including in the grade sheet in the immediate next ODD/EVEN or next EVEN/ODD semester.

4.5.2 If Industrial Training / Practical Training/ Internship/ Summer Projects / Seminars /Professional Practices /Case Study (Industry for internship should be approved by the department) is not prescribed in the curriculum, the student may undergo Industrial Training / Practical Training/

Internship/ Summer Projects / Seminars /Professional Practices /Case Study and the credits earned will be indicated in the Grade Sheet. In such cases, Industrial Training / Practical Training/ Internship/ Summer Projects / Seminars /Professional Practices /Case Study needs to be undergone continuously from one organization only at least for a period of one week. The number of credits earned shall not be considered for computation of CGPA. However, the students should **complete 4 weeks** of Industrial Training / Practical Training/ Internship/ Summer Projects / Seminars /Professional Practices /Case Study and Inter/ Intra Institutional Training during Summer/Winter Vacation or Academic session to become eligible for the award of degree. The student is allowed to undergo a maximum of 6 weeks Industrial Training / Internship during the entire duration of study. The credit framework is given below:

Duration of Industrial Training / Practical Training/ Internship/ Summer Projects / Seminars /Professional Practices /Case Study	CREDITS
1 WEEK (40 - 45 HRS)	1 CREDIT

4.5.3 Value added courses shall be offered by the department with the prior approval from BOS and Academic Council. The details of the syllabus, timetable and the faculty may be sent to the Principal and Chairman after approval from the BOS concerned. The credits earned through value added course shall be over and above the total credit requirement prescribed in the curriculum for the award of degree. Students can earn maximum of 3 credits from value added courses subject to a maximum of 1 value added course registered per semester. The permitted credit structure for the value added courses is 1/2/3. The SWAYAM / NPTEL courses can also be offered as value added courses.

The course(s) (if pursued through online mode) which is/are successfully completed by the student in a particular EVEN/ODD semester during the course of study is/are eligible for including in the grade sheet in the immediate next ODD/EVEN or next EVEN/ODD semester.

4.6 Industrial Visit

Every student is required to go for at least one Industrial Visit every year preferably from the second year of the programme. The Heads of the Departments shall ensure that necessary arrangements are made in this regard.

4.7 Online Courses offered through SWAYAM

Students may be permitted to credit maximum of two online courses registered through SWAYAM (which are provided with the Certificates) instead of Professional/Open Elective Courses (For Honors / Honors with Specialization / Minor degree, additional two SWAYAM online courses with 3 credits each are permitted for credit transfer vide clause 6.7) with the approval of Board of Studies through Department Consultative Committee. The online course of 3 credits can be considered instead of one Elective course (Professional /Open Elective). The Department Consultative Committee consists of the Head of the Department, Programme Coordinator, Senior Faculty member and the department SWAYAM coordinator selects the Courses to be permitted for credit transfer through SWAYAM prior to the commencement of the semester. The courses selected through the SWAYAM may not necessarily be the courses which are offered in the list of Professional/Open Elective courses, as part of the curriculum. The Committee ensures the physical facilities like

laboratories, computer facilities, library, etc required for the courses.

The Committee also intimates the students about the selected courses prior to the commencement of the semester and monitors the students' registration. It is the responsibility of the Committee to identify and designate a Course Coordinator / Facilitator / Mentor to each online course offered. The Course Coordinator / Facilitator / Mentor guides the students throughout the course, facilitate / conduct the lab / practical sessions / examinations and submits the certificates & marks earned by the students to the Controller of Examinations during credit transfer request by the student.

4.7.1 – Credit Transfer of Online Courses offered through SWAYAM

The student has to register for the credit transfer of the online course during the course registration. The online course(s) which is/are successfully completed by the student in a particular EVEN/ODD semester during the course of study is/are eligible for credit transfer in the immediate next ODD/EVEN semester (i.e. an online course is eligible for credit transfer in the immediate next semester only).

4.8 Self Study Courses

4.8.1 Students may opt to credit utmost one self-study course with the approval of Board of Studies concerned.

4.8.2 The student can opt for Self Study Course from the list of Professional Electives provided, the student does not have any standing arrears and the CGPA should be 7.5 and above. The department may offer self study courses. The purpose of the course is to permit the student to study a course of the choice of the student. The students shall study on their own under the guidance of a faculty member. No formal lectures need to be delivered. The syllabus of the course and mode of assessments shall be approved by the Board of studies and forwarded to the Academic Council for the formal approval of the course by the academic body, preferably before the commencement of the semester. The self study course of 3 credits can be considered in place of one elective course. One faculty member approved by the Head of the department shall be responsible for the periodic monitoring and evaluation of the course.

4.9. Medium of Instruction

The medium of instruction is ENGLISH for all Courses, Examinations, Seminar Presentations and Project / Thesis / Dissertation Reports.

5. DURATION OF THE PROGRAMMES

5.1 (a) A student is normally expected to complete the B.E. / B.Tech. Programme in 4 years i.e. 8 Semesters, but in any case (including authorized break of study of one year) not more than 7 years i.e. 14 Semesters (vide clause 14).

5.1 (b) A Lateral Entry student is normally expected to complete the B.E. / B.Tech Programme in 3 years (6 Semesters) but in any case not more than 6 years (12 Semesters). The duration of B.E. / B.Tech Programme shall be three academic years with semester pattern. The courses of study for the Lateral Entry Diploma candidates shall be both theory and practical and shall be in accordance with the prescribed syllabus of Third to Eighth semesters of the Full Time Four year B.E /B.Tech. Degree Programme of the respective branches. The courses of study for the Lateral Entry Science Graduates

shall be both theory and practical and shall be in accordance with the prescribed syllabi of the Full Time Four year B.E. / B.Tech. Degree Programme of the respective branches, but the additional courses offered will be decided by the respective Chairman, Board of Studies.

5.2   Each semester shall normally consist of 90 working days (including examination days) or 450 hours or 540 periods of each 50 minutes duration. The HOD shall ensure that every teacher imparts instruction as per the number of contact periods specified in the syllabus covering the full content of the syllabus for the course being taught.

5.3   The total duration for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum duration specified in clause 5.1 irrespective of the period of break of study (vide Clause 16) or prevention (vide Clause 7.4) in order that the student may be eligible for the award of the degree (vide Clause 14).

5.4   The Curriculum of U.G. Programmes shall be so designed that the prescribed credits required for the award of the degree, which depends in the branch of study, shall be within the limits specified below:

PROGRAMME	PRESCRIBED CREDIT RANGE
B.E./B.TECH (Full Time-Regular)	162-165
B.E./B.TECH (Full Time-Lateral Entry)	124-127
B.E./B.TECH (Full Time Regular/Lateral Entry)	(162-165/124-127) + 18 Credits

6. COURSE ENROLLMENT AND REGISTRATION

6.1   Each student, on admission shall be assigned to a Student Counsellor (vide clause 8) who shall advise and counsel the student about the details of the academic programme and the choice of courses considering the student's academic background and career objectives.

6.2   Every student shall enroll for all the courses (including additional courses and excluding dropping courses) in the previous Semester for the next Semester of study. Students who rejoined the programme after availing permitted Break of Study or Readmitted by DOTE/University need not submit new Enrollment Form, but they have to submit the course registration form within the first 10 working days after the publications of results of the previous semester examinations.

6.3   The student shall confirm the enrollment by registering for the courses within the first ten working days after the publications of results including revaluation results of the previous semester examinations. No course shall be offered by a department unless a minimum of 5 students register for that course.

 6.4   Students shall attend the classes, satisfy the attendance requirements, earn   Continuous Assessment marks and appear for the End Semester Examinations.

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

6.4.2   The enrollment for all the courses of the Semester II will commence 10 working days prior to the last working day of Semester I. The student shall confirm the enrollment by registering

for the courses within the first ten working days after the publications of results including revaluation results of the previous semester examinations. However, the student has to register for courses for which the student has not enrolled, if these are the courses in which the student has failed.

6.4.3   The enrollment for the courses of the Semesters III to VIII will commence 10 working days prior to the last working day of the preceding semester. The student shall enroll for the courses with the guidance of the student's Student Counsellor. If the student wishes, the student may drop or add a course from V semester (vide clause 6.5) within **ten** working days after the commencement of the semester concerned and complete the registration process duly authorized by the Student Counsellor and HOD. The student has to register for courses for which the student has not enrolled, if these are the courses in which the student has failed.

6.5   Flexibility to Add or Drop courses

6.5.1   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. However, if a student wishes, the student is permitted to earn more than the total number of credits prescribed in the curriculum of the student's Programme.

6.5.2   From the II to VII semesters, the student has the option of dropping one existing theory course in a semester during registration with the approval of Student Counsellor and HOD. Total number of credits of such Courses cannot exceed 3.

6.5.3 The 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 Faculty Advisor, Head of Department, in consultation with the faculty handling the said courses shall forward the proposal to the Controller of Examinations for approval at least 4 weeks before the commencement of the sixth semester of the programme. Total numbers of credits of such courses shall not exceed 3.

However, the maximum number of credits the student can register in a particular semester cannot exceed 36 credits (Including the EEC, credit transfer from SWAYAM/ NPTEL courses, Re-registration courses, course registered for Honors/Honors with Specialization/ Minor degree and Excluding the courses for which the student has done reappearance registration, value added courses).

6.6   Reappearance Registration/Re-enrollment Registration

6.6.1   If a student fails in a Theory (except electives)/Practical course, the student shall do reappearance registration for that course in the subsequent semester and attend end semester examination.

6.6.2   If the theory course, in which the student has failed, is a Professional Elective or an Open Elective, the student may register for the same or any other Professional Elective or Open Elective Course respectively in the subsequent semesters. Such changes can be done only with due approval by the Head of the Department.

6.6.3   The student who fails in Project work / Seminar other than Practical Courses shall register for the same in the subsequent Semester and reappear for the End Semester Examinations.

6.6.4 If a student is prevented from writing end semester examination of a course due to lack of attendance, the student has to re-enroll and register for that course again, when offered next. However, if the overall average attendance of all the courses is below 65%, the student has to rejoin the programme in the next academic year after getting readmission order from DOTE/University. The student shall attend the classes and fulfil the attendance requirements as per clause 7, earn continuous assessment marks and appear for the end semester examinations. If the course, in which the student has lack of attendance, is a Professional Elective, the student may register for the same or any other Professional Elective Course in the subsequent semesters.

6.7 B.E. / B. Tech. (Hons) Specialisation in the same discipline, B.E. / B. Tech. (Hons) and B.E. / B. Tech. minor in other specialisation

(i) B.E./B.Tech. Honours (specialisation in the same discipline):
a. The student should have earned additionally a minimum of 18 credits from a vertical of the same programme.
b. Should have passed all the courses in the first attempt.
c. Should have earned a minimum CGPA of 7.50.

(ii) B.E / B.Tech. Honours
a. The students should have earned additional courses (minimum of 18 credits) from more than one vertical of the same programme.
b. Should have passed all the courses in the first attempt.
c. Should have earned a minimum CGPA of 7.50.

(iii) B.E./B.Tech. (minor in other specialisation)
The student should have earned additionally a minimum of 18 credits in any one of the verticals of other B.E/B.Tech programmes

6.7.1. Students can earn maximum of 6 credits in online mode (SWAYAM platform), out of these 18 credits as approved by Board of Studies

6.7.2. B.E./ B. Tech. (Hons) Specialisation in the same discipline, B.E / B.Tech. Honors and B.E./B.Tech. minor in other specialisation degree will be optional for students.

6.7.3. For the categories 1 (i) to 1(ii), the students will be permitted to register the courses from V Semester onwards provided the marks earned by the students until III semester should be of CGPA 7.50 and above and cleared all the courses in the first attempt.

6.7.4. For the category 1 (iii), the students will be permitted to register the courses from Semester V onwards provided the marks earned by the students until Semester III is CGPA 7.50 and above.

6.7.5. If a student decides not to opt for Honours, after completing certain number of additional courses, the additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum. If the student 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 mark sheet, however, they will not be considered for calculation of CGPA.

6.7.6. If a student decides not to opt for Minor, after completing certain number of courses, the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of 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 mark sheet, however, they will not be considered for calculation of CGPA.

7. REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION OF A COURSE

A student who has fulfilled the following conditions (vide Clause 7.1 and 7.2) shall be deemed to have satisfied the attendance requirements for appearing for end semester examination of a particular Course.

7.1 Ideally every student is expected to attend all periods and earn 100% attendance. However, the student 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.

7.2 (i) If a student secures not less than 65% and less than 75% attendance 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 Head of the Department concerned, the student shall apply for condonation with a prescribed condonation fee payable per course. The condonation should be decided by a condonation recommendation committee consisting of Head of the Department of the student, Programme coordinator of the student, Student Counsellor, Faculty incharge of the course and an Assistant Controller of Examinations. The committee scrutinizes the genunity of the "Condonation application Form A" and "Conduct" of the student and recommend it to the Principal and Chairman for the grant of condonation after satisfying the requirements specified in clause 7.2 (ii). In such cases, his / her conduct has been certified to be satisfactory by the Faculty Advisor / Student Counsellor concerned and the Head of the Department.

(ii) The student applied for condonation, has to compensate the shortfall periods to 75% by attending the contact classes scheduled by the Course Incharge (generally, one week before the commencement of subsequent semester). The results of the End Semester Examination of such courses will be published only after the shortfall period is condoned by the PRINCIPAL.

7.3 A student shall normally be permitted to appear for End Semester Examination of the Course if the student has satisfied the attendance requirements (vide Clause 7.1 – 7.2) and has registered for examination of the Courses in that semester by paying the prescribed fee.

7.4 Students who do not satisfy Clause 7.1 and 7.2 and who secures **less than 65%** attendance in a Course will not be permitted to write the End-Semester Examination of that course. The student has to register and repeat this course in a subsequent semester when it is offered next (vide Clause 6.6.5).

7.5 However, if the overall attendance of all the courses is below 65%, the student will not be permitted to write the end semester examination in any course (excluding the course for which the student has done Re-appearance Registration) and has to rejoin the programme in the next academic year after getting readmission order from DOTE / University. The overall attendance may be calculated by taking two sessions per day and accounting absence of one session when a student is absent for even in one period of the respective session.

7.6 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.

8. STUDENT COUNSELLOR/FACULTY ADVISOR

To help the students in planning their courses of study and for general advice on the Academic Programme, the HOD of the students will attach a certain number of students to a teacher of the Department who shall function as Student Counsellor/Faculty Advisor for those students throughout their Period of Study. The Student Counsellor/Faculty Advisor shall advise the students in registering and reappearance registering of Courses, authorize the process, monitor their attendance and progress and counsel them periodically. If necessary, the Student Counsellor/Faculty Advisor may also discuss with or inform the parents about the progress / performance of the students concerned.

The responsibilities for the Student Counsellor/Faculty Advisor shall be:
a. To inform the students about the various facilities and activities available to enhance the student's curricular and Co-curricular activities.
b. To guide student enrollment and registration of the Courses.
c. To authorize the final registration of the Courses at the beginning of each semester.
d. To monitor the academic and general performance of the students including attendance and to counsel them accordingly.

9. CLASS COMMITTEE

Class committee for each semester of a programme which comprises of (i) the Course Coordinators / Course teachers (as applicable), (ii) the Students Counsellor / Faculty Advisor of the class and (iii) Programme Coordinator (iv) Head of the Department (v) student representatives. This class committee shall meet periodically to discuss academic related matters, progress and status of the students of the semester concerned.

10. ASSESSMENT PROCEDURES FOR AWARDING MARKS

All B.E. / B.Tech. Programmes consists of different categories of courses as mentioned in table 10.1. Appearance in End Semester Examination is mandatory for all courses excluding the courses for which only continuous assessment is recommended as mentioned in table below.

Performance in each course of study shall be evaluated based on (i) Continuous assessments throughout the semester and (ii) End Semester Examination at the end of the semester. (i.e.) Each course shall be evaluated for a maximum of 100 marks as shown below:

Table 10.1 – Categories of Courses

Sl.No	Category of Course	Continuous Assessment marks	End-Semester Examination marks
1.	Theory Courses	40	60
2.	Theory Courses with practical Component	50	50

3.	Practical Courses	60	40
4.	Project Work	40	60
5.	Online SWAYAM/NPTEL Courses (Optional)	Marks offered by SWAYAM/NPTEL shall be directly considered	
6.	All EEC Courses (Except Practical Courses and Project Work)	100	-
7.	Mandatory Courses (Except Induction Program#)	40	60
8.	Value Added Courses * (Optional)	100	–
* Value Added Courses (comes under EEC) – not included for GPA and CGPA calculation. # No assessment for Induction program			

Every course coordinator is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' for every semester which consists of attendance marked in each Theory / practical/ EEC class etc, the assessment marks and the record of class work (topics covered), separately for each course handled by the course coordinator. This should be submitted to the HOD periodically (at least two times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The HOD will affix his/her signature and date after due verification. At the end of the semester, the record should be verified by the HOD who shall keep this document after the approval from the Principal for five years. The records of attendance and assessment of both current and previous semesters should be available for inspection whenever required.

10.1 ASSESSMENT FOR THEORY COURSES INCLUDING MANDATORY COURSES:

For Theory Courses including mandatory courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 40 and the End Semester Examination carries 60 marks.

The End Semester Examination for theory courses including mandatory courses will be of 3 hours duration and shall normally be conducted for a maximum of 100 marks during the Odd and Even Semesters. Every student should appear for the end semester examination for all the courses excluding the courses for which only continuous assessment is recommended.

A minimum of two tests would be conducted in a day (in the case of tests and they would be of two hours duration each) students will not have regular classes on the scheduled day of these tests. In case a student misses the assessment due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the HOD, a Reassessment may be given at the end of the semester after getting approval from the HOD through the Course Coordinator concerned.

To arrive the Continuous Assessment Marks, the following guidelines should be followed.

Table – Theory Courses: Continuous Assessment Marks

Assessment I (100 Marks)		Assessment II (100 Marks)		Total Continuous Assessment Marks
Individual Assignment/ Case Study/ Seminar/ Mini project	Written Test	Individual Assignment/ Case Study/ Seminar/ Mini project	Written Test	
40	60	40	60	200*

*The weighted average shall be converted into 40 marks for Continuous Assessment.

A minimum of two Continuous assessments will be conducted as a part of continuous assessment during the semester by the respective department. Each Continuous assessment is to be conducted for 100 marks and will have to be distributed in two parts viz., Individual Assignment/Case study/Seminar/Mini project and Test with each having a weightage of 40% and 60% respectively. The tests shall be in written mode. The total Continuous assessment marks of 200 shall be converted into a maximum of 40 marks and rounded to the nearest integer.

10.2 ASSESSMENT FOR 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.

Table – Theory Courses with Laboratory Component: Continuous Assessment Marks

L	T	P	C	CONTINUOUS ASSESSMENT		END SEMESTER EXAMINATION
				ASSESSMENT 1	ASSESSMENT 2	
1	0	4	3	Laboratory (25%)	Theory (25%)	Laboratory only (50%)
1	0	2	2	Laboratory (25%)	Theory (25%)	Laboratory only (50%)
2	0	2	3	Theory (25%)	Laboratory (25%)	Theory (25%) Laboratory (25%)
3	0	2	4	Theory (25%)	Laboratory (25%)	Theory (35%) Laboratory (15%)
2	0	4	4	Theory (25%)	Laboratory (25%)	Theory (15%) Laboratory (35%)

The procedure for the conduct of Continuous assessments for theory and practical components shall be as per the clause 10.1 and 10.3 respectively.

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

10.3   ASSESSMENT FOR PRACTICAL COURSES:

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

Every practical exercise / experiment shall be evaluated (as per the rubrics approved by the class committee) based on conduct of experiment / exercise and records. There shall be at least one test. The criteria for arriving at the Continuous Assessment marks of 60 is as follows:

Table – Practical Courses: Continuous Assessment Marks

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

*The weighted average shall be converted into 60 marks for Continuous Assessment

The criteria for arriving the evaluation of lab observation, record marks of 75 shall be fixed based on the rubrics approved by the class committee.
The End Semester examinations for practical courses shall be of 3 hours duration and normally be conducted for a maximum of 100 marks during the odd and Even Semesters.

10.4   ASSESSMENT FOR PROJECT WORK:

The Project work shall be carried out under the supervision of a "qualified teacher" in the department concerned. A student may, however, in certain cases, be permitted to work on projects in an industrial / research organization, on the recommendations of the Head of the Department. In such cases, the project work shall be jointly guided by a supervisor of the department and an expert as joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings and shall submit attendance particulars from the joint supervisor for evaluating the progress. Absolute grading is adopted for the evaluation of Project Work.

For Project Work, out of 100 marks, the maximum marks for Continuous Assessment is fixed as 40 and the End Semester Examination (Project Report evaluation and Viva-Voce examination) carries 60 marks. Project work may be assigned to a single student or to a group of students not exceeding 4 per group.

There shall be two assessments (each 100 marks) during the semester by a Project Review Committee. The student shall make presentation on the progress made before the Committee. The HOD shall constitute a "Project Review Committee" for each Programme. There shall be a minimum of three members in the Review Committee. The Project Guide will be one of the members of the Review Committee. The total marks obtained in the two reviews shall be 40 marks.

The student(s) is expected to submit the Project Report on or before the notified date. The End Semester Examination for Project Work shall consist of evaluation of the final Project Report submitted by the student or students of the Project group and viva-voce examination by an external examiner and an Internal Examiner.

The Continuous Assessment and End Semester Examinations marks for Project Work and the Viva-Voce Examination will be distributed as indicated below.

Continuous Assessment 40 Marks				End Semester Examination 60 Marks			
Review I (20 Marks)		Review II (20 Marks)		Report Evaluation (20 Marks)	Viva – Voce (40 Marks)		
Review Committee (excluding guide)	Guide	Review Committee (excluding guide)	Guide	External Examiner	Guide	External Examiner	Internal Examiner
10	10	10	10	20	10	15	15

10.4.1 If the Project Report is not submitted on or before the specified date, the student is deemed to have failed in the Project Work. The failed student(s) shall register for the same in the subsequent semester and repeat the Project Work.

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 in the subsequent semester.

10.4.2 The students 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.

10.5 Interdisciplinary Project

For the final year project, students may be allowed to do interdisciplinary project. The interdisciplinary project team consists of 4 members in a Team, consisting 2 students from 2 different branches or 4 students from same branch. First Project Guide shall be allotted from parent department and the second project guide shall be allotted from the respective domain (other department). The continuous Assessment of the project will be carried out by the Interdisciplinary Project Review committee by the respective departments. The Project Reviews, Continuous Assessment Marks and End semester examination marks will be same as the Regular Project. Interdisciplinary Project Review Committee will be constituted by the vice principal and approved by the principal.

Table – Interdisciplinary Project: Review Committee Constitution

Department X	Project Guide + one faculty nominated by the HOD
Department Y	Project Guide + one faculty nominated by the HOD

The weightage for the project guides and project review committee members to award Continuous Assessment marks is indicated below.

Table – Interdisciplinary Project: Continuous Assessment Marks

Project Guide : 1	Project Guide : 2	Member : 1	Member : 2
30%	30%	20%	20%

The End Semester Examinations marks will be distributed as indicated below.

Table – Interdisciplinary Project: End Semester Examinations Marks

Report Evaluation (20 Marks)		Viva (40 Marks)			
External Examiner: 1	External Examiner: 2	External Examiner: 1	External Examiner: 2	Internal Examiner: 1	Internal Examiner: 2
10 Marks	10 Marks	10 Marks	10 Marks	10 Marks	10 Marks

Internal and External Examiners are from the two different departments (X & Y) of the students.

10.6 ASSESSMENT FOR INDUSTRIAL TRAINING /PRACTICAL TRAINING /INTERNSHIP/ SUMMER PROJECTS / SEMINARS /PROFESSIONAL PRACTICES /CASE STUDY

The Industrial training /Practical Training /Internship /Summer Projects /Seminars /Professional Practices /Case Study shall carry 100 marks and shall be evaluated through Continuous Assessment only. At the end of Industrial training /Practical Training /Internship /Summer Projects /Seminars /Professional Practices /Case Study, the student shall submit a detailed report on the training undergone and a certificate from the organization concerned. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by a three member Departmental Consultative Committee consisting of Programme Coordinator, Student Counselor concerned and Senior Faculty constituted by the HOD. Certificates (issued by the Organization) submitted by the student shall be attached to the mark list and sent to COE by the HOD with due recommendations. If the Industrial training /Practical Training /Internship /Summer Projects /Seminars /Professional Practices /Case Study is not a part of the curriculum then it will appear in the list of Value Added Courses in the Grade sheet with the credits (additional/extra credits) obtained otherwise the credits earned will be considered for the calculation of CGPA.

10.7 ASSESSMENT FOR VALUE ADDED COURSES (1/2/3 Credits) OTHER THAN INDUSTRIAL TRAINING /PRACTICAL TRAINING /INTERNSHIP/ SUMMER PROJECTS / SEMINARS /PROFESSIONAL PRACTICES /CASE STUDY

The Value Added Courses shall carry 100 marks and shall be evaluated through Continuous Assessments only. Two assessments shall be conducted during the Semester by the department concerned. The total marks obtained in the tests shall be reduced to100 marks and rounded off to the nearest integer. The HOD may identify a faculty member as Coordinator for the Course. The Departmental Consultative committee consisting of the HOD, staff handling the course, Programme Coordinator and a Senior Faculty member nominated by the HOD shall monitor the evaluation process.

If the SWAYAM / NPTEL course is offered as a value added course subject to the approval of BOS concerned, the course shall carry 100 marks and the marks awarded by the SWAYAM / NPTEL shall be directly considered for grading of the course and absolute grading will be followed. No grades shall be awarded for the attendance in the grade sheet and attendance requirement as mentioned in Clause 7.1 - 7.3 of 2018 Regulations is not applicable.

The B.E. /B.Tech. candidates who enrolled for valued added courses (1/2/3 credits), have to earn minimum of 75% attendance, failing which the registration for courses will be cancelled.

10.8 ASSESSMENT FOR SELF STUDY COURSE

The faculty member approved by the head of the department shall be responsible for periodic monitoring and evaluation of the course. The course shall be evaluated through continuous

assessment (as decided by the Departmental Consultative Committee) and end semester examination. The evaluation methodology shall be the same as that of a theory course (vide clause 10.1).

10.9 ASSESSMENT FOR SWAYAM COURSES

The students may be permitted to credit online courses which are offered through SWAYAM platform with the approval of Board of Studies concerned (vide Clause 4.7). The course shall carry 100 marks and the marks awarded by the SWAYAM shall be directly considered for grading of the course. The Performance Analysis Committee shall assign the academic grades to the students based on their performance (vide clause 12 Regulations 2018). No grades shall be awarded for the attendance in the grade sheet for the online course (The attendance requirement as mentioned in Clauses 7.1-7.3 of Regulations 2018 is not applicable for the online course).

10.10 Research Publication

The student can register for the Research Publication as a value added course of 2 credits with the approval of BOS concerned. A Maximum of two students can form a team under the guidance of a faculty member and complete the publication in SCI/SCI expanded/SCOPUS indexed/UGC Care list. Grade for the publication will be awarded as mentioned in the table. The students can register for credit transfer of the research publication between fifth and eighth semester. The research publication completed in ODD/EVEN semester during the course of study is eligible for including in the grade sheet in the immediate next EVEN/ODD by registering it.

Table – Research Publication: Award of Letter Grade

Sl.No.	Category of Journal	Grade
1	One Research Publication in SCI/SCI-Expanded Journal	O
2	One Research Publication in SCOPUS indexed Journal	A+
3	One Research Publication in UGC Care list Journal	A

11. PASSING REQUIREMENTS

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

11.2 If a student fails to secure a pass in a theory course / theory with practical component / practical course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the Continuous 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 (Continuous Assessment + End Semester Examination), then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

11.3 If the course, in which the student has failed, is an elective/online course, the student may be permitted to register for the same or any other elective/online course in the subsequent semesters. The

student shall attend the classes, fulfil the attendance requirements and earn Continuous Assessment marks as per clause 7, if he/she opted for any other elective course (vide clause 6.6.3).

11.4 If a student fails to secure a pass in project work, the student shall register for the course in the subsequent semester/when offered next and repeat the course (vide clause 6.6.4).

11.5 The passing requirement for the courses which are assessed only through continuous assessment (EEC except Laboratory and project work), shall be determined based on the marks obtained in the continuous assessment.

11.6 Valued Answer Script review by the students

All the students are allowed to review their valued answer scripts with the faculty incharge of the course on the specified date (usually the reopening day). Any discripencies in the valuation can immediately be brought to the notice of the Controller of Examinations.

11.7 Revaluation

A student can apply for revaluation in a theory course within 2 working days from the date of review of valued answer scripts by the students on payment of a prescribed fee along with prescribed application to the COE through the HOD. The COE will arrange for the revaluation and the following procedure is followed in awarding Grade Points after revaluation:

 i. If there is a change from fail to pass for a Candidate in a Course, Grade Point is awarded based as per the relative grading applicable.

 ii. If a passed candidate in a course obtains more marks after revaluation, Revised Grading is used only when the candidate gets Higher Grade, otherwise no change in the grade awarded before the revaluation.

The results will be intimated to the student concerned through the HOD within 5 working days from the last date of application of revaluation. Revaluation is not permitted for practical course, practical component of theory with practical component courses and project work.

11.8 Photocopy

Photo Copies of answer script for theory courses can be obtained from the office of the Controller of Examinations on payment of a prescribed fee specified for this purpose through proper application.

11.9 Challenging the Revaluation

Challenging the revaluation is permitted for those students who have applied for photocopy of answer script. The copy of the answer script is to be valued by a competent authority and the valued script should be submitted to COE's office along with prescribed fee for challenging the revaluation within 2 days after the declaration of the Re-valuation results.

12 AWARD OF LETTER GRADES

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

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

Table – Letter Grades and Range of Marks

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

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

Table – Letter Grades and Grade Points

LETTER GRADE	GRADE POINTS	RESULT
O (Outstanding)	10	PASS
A+ (Excellent)	9	
A (Very Good)	8	
B+ (Good)	7	
B (Average)	6	
C (Satisfactory)	5	
U (Re-appearance)	0	RA (Re-appearance)
SA (Shortage of Attendance)	0	RC (Repeat Course)
WD (Withdrawal)	0	EA (Extended Appearance)

A student is deemed to have passed and acquired the corresponding credits in a particular course if he/she obtains any one of the following grades: "O", "A+", "A", "B+","B", "C".
'SA' denotes shortage of attendance and hence prevented from writing the end semester examinations. 'SA' will appear only in the result sheet.

"U" denotes that the student has failed to pass in that course. "WD" denotes withdrawal from the exam for the particular course. The grades U and WD will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations. If the grade U is given to Theory Courses/ Laboratory Courses it is not required to satisfy the attendance requirements, but has to appear for the end semester examination and fulfil the passing requirements to earn a pass in the respective courses.

If the grade U is given to EEC (Employability Enhancement Course) (except Project Work), which are evaluated only through internal assessment, the student shall register for the course again in the subsequent semester, fulfill the passing requirements to earn pass in the course. However, attendance requirement need not be satisfied.

For Practical Courses and Project work absolute grading method is to be followed.

12.2. Award of letter grades system for attendance

Letter Grades are awarded for the attendance earned by the student for the individual courses as per the following table.

Attendance Grade:

Range of attendance %	95 and above	85 - 94	75-84	75
Letter Grade	VG	G	S	M
	Very Good	Good	Satisfactory	Moderately Satisfactory (Condoned Category)

13. GPA AND CGPA CALCULATION

13.1 The Principal & Chairman of the Academic Council shall call for a Result Passing Board Members meeting after the end-semester examinations, to pass and publish the results. After results are declared, grade sheets will be issued to each student which will contain the following details:

- the list of courses registered during the semester and the grades scored.
- the Grade Point Average (GPA) for the semester and
- the Cumulative Grade Point Average (CGPA) of all courses registered from first semester onwards.

During each Semester, the list of courses registered and the grades scored in each course (excluding value added courses) 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 courses registered and the grade points corresponding to the grades scored in those Courses, taken for all the Courses (excluding value added courses), to the sum of the number of credits of all the courses in the semester.

$$GPA = \frac{\sum_{i=1}^{n} c_i GP_i}{\sum_{i=1}^{n} c_i}$$

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 registered during the particular Semester in the case of GPA and during all the Semesters in the case of CGPA

CGPA will be calculated in a similar manner, considering all the courses registered from first Semester. "RA" and "SA" grades will be excluded for calculating GPA and CGPA.

13.2 The credits earned through Value Added Courses shall not be considered for calculating GPA and CGPA.

13.3 If a student studies more number of Electives (PE/OE) than required as per the programme of study, the Courses with higher grades alone will be considered for calculation of CGPA.

14. ELIGIBILITY FOR THE AWARD OF DEGREE

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

(i) Successfully gained the required number of total credits as specified in the Curriculum corresponding to the programme of study within the stipulated time. Total minimum credits needed for each branch of study is given below.

DETAILS OF TOTAL MINIMUM CREDITS

SL. NO.	BRANCH	TOTAL MINIMUM CREDITS NEEDED FOR SUCCESSFUL COMPLETION
1	B.E. CIVIL ENGINEERING	164
2	B.E. MECHANICAL ENGINEERING	163
3	B.E. ELECTRICAL AND ELECTRONICS ENGINEERING	163
4	B.E. ELECTRONICS AND COMMUNICATION ENGINEERING	162
5	B.E. PRODUCTION ENGINEERING	165
6	B.E. ELECTRONICS AND INSTRUMENTATION ENGINEERING	162
7	B.E. COMPUTER SCIENCE AND ENGINEERING	165
8	B.Tech. INFORMATION TECHNOLOGY	162
9	B.Tech. INDUSTRIAL BIOTECHNOLOGY	165

(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 (including the students who availed authorized break of study of 1 year) reckoned from the commencement of the first Semester to which the candidate was admitted.

(iii) Successfully passed any additional courses prescribed by the Board of studies whenever readmitted under regulations other than Regulations 2018A (vide clause 16.3)

(iv) No disciplinary action pending against the student

(v) Award of Degree must have been approved by the Anna University.

14.2   CLASSIFICATION OF THE DEGREE AWARDED

14.2.1. 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 due to lack of attendance	Withdrawal from writing end semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years	-	8.50	First attempt	One year authorized 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 authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. (Honours) Specialisation in the same discipline	3/4 years (Lateral entry, Regular, respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits from any one vertical of the same programme	8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. (Honours)	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 authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. minor in other specialisation	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 authorized break of study include in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

14.2.2. First Class

Degree (i)	Duration	Duration permitted (iii)	Additional credits (iv)	CGPA (v)	Pass in (vi)	Break of Study (vii)	Prevention due to lack of attendance	Withdrawal from writing 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. (Honours) Specialisation in the same discipline	3/4 years (Lateral entry, Regular, respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits from any one vertical of the same programme	7.50	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. (Honours)	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 break of study Included in the Duration permitted(iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. minor in other specialisation	3/4 years (Lateralentry, Regular, respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits from more than one verticals of the other programme	6.50	-	One year authorised break of study Included in the Duration permitted(iii)	Included in the Duration permitted (iii)	

14.2.3. Second Class

B.E./B.Tech. Regular, lateral entry and B.E./ B.Tech. minor in other specialization degree students (not covered in clauses 14.2.1 and 14.2.2)who qualify for the award of the degree (vide Clause 14.1) shall be declared to have passed the examination in Second Class.

14.2.4. Student earned additional 18 credits as per Clause 6.7 (i) and (ii) but does not satisfy the conditions mentioned in 14.2.1 or 14.2.2 shall not be awarded B.E./B.Tech. Honours. In such cases the grade sheet will show the additional courses studied and those courses shall not be considered for CGPA computation. In such case if the student becomes eligible for First Class, while computing CGPA without taking into account the additional course studied, the student shall be awarded B.E./B.Tech. in First Class only.

14.2.5. If a student decides not to opt for Minor, after completing certain number of courses, the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of 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.

15. PROVISION FOR WITHDRAWAL FROM EXAMINATION

15.1 A student may, for valid reasons, (medically unfit / unexpected family situations / Sports approved by the Chairman) 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 Principal and Chairman through HOD with required documents for approval.

15.2 Withdrawal application shall be valid only if the student *who has no history of arrears and* is otherwise eligible to write the Examination (Clause 7) and if it is made within TEN working days before the commencement of the End Semester Examination in that Course or Courses and also recommended by the HOD.

15.3 Not withstanding 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.

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

15.5 Withdrawal is permitted for the End Semester Examinations in the final semester only if the Period of Study the student concerned does not exceed 5 years as per Clause 14.

16. BREAK OF STUDY FROM A PROGRAMME

16.1 A student is permitted to go on break of study for a single break of one year only.

16.2 The student can apply for break of study in advance, in any case, not later than the last date of the first assessment period. The application duly filled by the student shall be submitted through the Head of the Department for the approval of the Principal & Chairman.

16.3 The students permitted to rejoin the Programme after break of study / readmission due to lack of attendance, shall be governed by the curriculum and Regulations in force at the time of rejoining. The students rejoining in new regulations shall apply in the prescribed format through HOD 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.

16.4 The total period for completion of the programme reckoned from, the commencement of the first Semester to which the student was admitted shall not exceed the maximum period specified in Clause 5.1 irrespective of the period of break of study in order that the student may be eligible for the award of the Degree (vide Clause 14).

16.5 In case there is any period of break of study more than the permitted duration of break of study, the student shall be permitted to continue the Programme only if the approval is obtained from the Director of Technical Education / University through the concerned HOD / Principal before the end of the Semester in which the student has taken break of study.

16.6 If a student has not reported to the department for a period of two consecutive Semesters without any intimation, the name of the student shall be deleted permanently from the college enrollment.

16.7 No fee is applicable to students during Break of Study period

17.   RANK OF A STUDENT

A candidate who qualifies for the degree by passing the examination in all courses of the entire Programme in first attempt within a period of ***Four or Five*** consecutive academic years applicable for the students joined after permitted Break of Study from the date of admission to the Programme can be given his/her position in the class as rank. The Rank is determined from IIIrd semester to VIIIth semester end semester examination CGPA. **Students transferred from other institutions to GCT in IIIrd Semester and Lateral entry students are eligible for rank.** Students transferred from other institutions beyond IIIrd Semester to GCT *and **students with history of arrears during the entire programme*** are not eligible for rank.

18. PROCEDURE FOR USING SCRIBE

If a candidate is physically handicapped (in case of accidents / ill health) at the time of examination, he / she may be permitted to use a scribe to write the examination. The compensatory (additional) time should be one hour for three hours duration of examination. The Scribe shall be a non-engineering student / graduate.

19. INDUSTRIAL VISIT

Every student is required to undergo one Industrial visit, starting from the third semester of the Programme. Every teacher shall take the students atleast for one industrial visit in a semester.

20. ADDITIONAL ACTIVITY POINT PROGRAM

The student should earn 100 activity points before he/ she appears for his/ her final examinations. The points earned by the students, will be reflected on the student's transcript. However, there will be neither grades/ marks for these points nor will there be any effect on GPA/CGPA etc. The student may undergo additional activity point programme any time during the semester or during weekends or holidays.

Every regular student is required to earn 100 Activity Points in addition to the required academic grades, for getting 4 Years degree programme. Students entering 4 years Degree programme through lateral entry are required to earn 75 Activity Points, in addition to the academic grades, for getting 4 years' degree program. Every student is required to prepare a file containing documentary proofs of activities, done by him/ her.

For regular students (including transferred candidates), Additional Activity Points shall be awarded in multiples of 20 (i.e 20/40/60/80/100) and for lateral entry students
Additional Activity Points shall be awarded as 20/40/60/75.

S.NO	Duration	Maximum Activity Points
1	2 Weeks(80 to 90 Hours)	20 Points

All students shall enroll, and earn additional activity points through any one of the following programmes:

- National Cadet Corps (NCC)
- National Service Scheme (NSS)
- National Sports Organization (NSO)
- Youth Red Cross (YRC)
- Unnat Bharat Abhiyan (UBA)
- Association Activities
- Science Club
- Tamil Mandram
- Green Club
- Sports
- Literacy and Debating Society
- Other contributions towards the club(s) approved by the institution

21. DISCIPLINE

21.1   Every student 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 prestige of the Institution. The Head of the Institution shall constitute a Disciplinary Committee to enquire into acts of indiscipline and notify 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 Principal for taking final decision.

21.2   If a student indulges in malpractice in any of the Examinations, the student shall be liable for punitive action as prescribed by the University from time to time.

22. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The Institution may from time to time revise, amend or change the Regulations, Curriculum, Syllabus and Scheme of Examinations through the Academic Council.