

**SENGUNTHAR ENGINEERING COLLEGE  
(AUTONOMOUS)  
TIRUCHENGODE – 637205, Namakkal District**

**PG (M.E.) REGULATIONS 2019**

**CHOICE BASED CREDIT SYSTEM**

**(For M.E. - Computer Science Engineering, Structural Engineering and VLSI Design)**

The following Regulations are applicable to the students admitted to M.E. Programmes from the academic year 2019 - 2020.

**1. DEFINITIONS**

In these Regulations, unless the context otherwise requires:

- i. **“University”** means ANNA UNIVERSITY, CHENNAI.
- ii. **“College”** means SENGUNTHAR ENGINEERING COLLEGE.
- iii. **“Programme”** means Post Graduate Degree Programme e.g. M.E. Degree Programme.
- iv. **“Branch”** means specialization or discipline of M.E. Degree Programme like “Structural Engineering”, “VLSI Design”, etc.
- v. **“Course”** means Theory or Practical subject that is normally studied in a semester, like Applied Mathematics, Advanced Data Structures, etc.
- vi. **“Credit”** means a numerical value allocated to each course to describe the candidate’s workload required per week.
- vii. **“Grade”** means the letter grade assigned to each course based on the marks range specified.
- viii. **“Grade Point”** means a numerical value (0 to 10) allocated based on the grade assigned to each course.
- ix. **“Head of the Institution”** means Principal of the College and also the Chairman, Academic Council of the College.
- x. **“Controller of Examinations”** means the Authorized person who is responsible for all examinations of the College .
- xi. **“Head of the Department”** means Head of the Department of the Programme Concerned.

## 2. ADMISSION PROCEDURE

Candidates for admission to the first semester of the M.E. Programme shall be required to have passed an appropriate qualifying Degree Examination of Anna University or any examination of any other University or authority accepted by the Syndicate of Anna University, Chennai as equivalent thereto.

Eligibility conditions for admission such as the Eligible UG Degree, marks, class obtained the number of attempts in the qualifying examination and physical fitness will be as prescribed by the Syndicate of the Anna University from time to time.

## 3. PROGRAMMES OFFERED

1. M.E. - Computer Science & Engineering
2. M.E. - Structural Engineering
3. M.E. - VLSI Design

### 3.1 MODES OF STUDY

#### 3.1.1 Full-Time

Candidates admitted under 'Full-Time' should be available in the College / Institution during the entire duration of working hours (From Morning to Evening on Full-Time basis) for the curricular, co-curricular and extra-curricular activities assigned to them.

The Full-Time candidates should not attend any other Full-Time programme(s) / course(s) or take up any Full-Time job / Part-Time job in any Institution or Company during the period of the Full-Time programme. Violation of the above rules will result in cancellation of admission to the PG programme.

## 4. STRUCTURE OF THE PROGRAMMES

### 4.1 Categorization of Courses

Every Post Graduate Degree Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows

- i. **Foundation Courses (FC)** may include Mathematics or other basic courses.
- ii. **Professional Core (PC)** courses include the core courses relevant to the chosen Specialization / branch.
- iii. **Professional Elective (PE)** courses include the elective courses relevant to the chosen Specialization / branch.
- iv. **Employability Enhancement Courses (EEC)** includes Project Work and / or Internship, Seminar, Professional Practices, Summer Project, Case Study and Industrial / Practical Training.

Instead of two electives in the curriculum, the student may be permitted to choose a maximum of two courses from other PG programmes with the approval of the Head of the department offering such courses.

## 4.2 Courses per Semester

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

## 4.3 Credit Assignment

S. No.	Name of the Programme	Minimum Credits to be Earned
1	M.E. Computer Science and Engineering	70
2	M.E. Structural Engineering	70
3	M.E. VLSI Design	70

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

Contact Period Per Week	Credits
1 Lecture Period	1
1 Tutorial Period	1
2 Practical Periods (Laboratory / Seminar / Project Work / etc .)	1

The Contact Periods per week for Tutorials and Practical can only be in multiples of 2.

## 4.4 Project Work

**4.4.1** The project work for M.E. Programmes consists of Phase – I and Phase – II. The Phase – I is to be undertaken during III semester and Phase – II, which is a continuation of Phase – I is to be undertaken during IV semester.

**4.4.2** In case of candidates of M.E. Programmes not completing Phase - I of project work successfully, the candidates can undertake Phase - I again in the subsequent semester. In such cases the candidates can enroll for Phase - II, only after successful completion of Phase - I

**4.4.3** Project work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree with a minimum of 3 years’ experience in teaching or (ii) Ph.D. degree.

- 4.4.4** A candidate 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 Concerned. In such cases, the Project work shall be jointly supervised by a supervisor of the department and an expert, as a joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress.
- 4.4.5** The Project work (Phase II) shall be pursued for a minimum of 16 weeks during the final semester.
- 4.4.6** The deadline for submission of final Project Report is 60 calendar days from the last working day of the semester in which project / thesis / dissertation is done. However, the Phase-I of the Project work in M.E. Programmes shall be submitted within a maximum period of 30 calendar days from the last working day of the semester as per the academic calendar published by the college.

#### **4.5 Industrial Training / Internship**

The students may undergo Industrial training 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 (after due approval from the Department Consultative Committee) for the period prescribed in the curriculum during summer / winter vacation, in lieu of Industrial training.

#### **4.6 Value Added Courses**

The Students may optionally undergo Value Added Courses and the credits earned through the Value Added Courses shall be over and above the total credit requirement prescribed in the curriculum for the award of the degree. One / Two credit courses shall be offered by a department of an institution with the prior approval from the Head of the Institution. The details of the syllabus, time table and faculty may be sent to the Controller of Examinations after approval from the Head of the Institution concerned at least one month before the course is offered. Students can take a maximum of two one credit courses / one two credit course during the entire duration of the Programme.

#### **4.7 Online Courses**

- 4.7.1** Students may be permitted to credit only one online course of 3 credits with the approval of Head of the Institution and Board of Studies concerned.
- 4.7.2** Students may be permitted to credit one online course (which are provided with certificate) subject to a maximum of three credits. The approved list of online courses will be provided by the Board of Studies concerned from time to time. The student needs to obtain certification or credit to become eligible for writing the

End Semester Examination to be conducted by Controller of Examinations. The details regarding online courses taken up by students should be sent to the Controller of Examinations, one month before the commencement of end Semester Examination.

#### 4.8 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 The minimum and maximum period for completion of the P.G. Programmes are given below:

Programme	Min. No. of Semesters	Max. No. of Semesters
M.E.	4	8

- 5.2 The Curriculum and Syllabi of all the P.G. Programmes shall be approved by the Academic Council. The number of Credits to be earned for the successful completion of the programme shall be as specified in the Curriculum of the respective specialization of the P.G. Programme.
- 5.3 Each semester shall normally consist of 80 working days or 560 periods of each 50 minutes duration. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught. For the purpose of calculation of attendance requirement for writing the end semester examinations by students, following method shall be used.

$$\text{Percentage of Attendance} = \frac{A}{B} \times 100$$

A -- Total No. of periods attended in all the courses per semester

B -- Total No. of periods taken together for all courses of the semester

End Semester Examinations conducted by the College will be scheduled after the last working day of the semester.

## **6. COURSE REGISTRATION**

- 6.1** The Institution is responsible for registering the courses that each student is proposing to undergo in the ensuing semester. Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6 credits (vide clause 6.2). The student can also register for courses for which the student has failed in the earlier semesters. In such cases the student shall do reappearance registration for those courses for which the attendance requirement is not compulsory. However, the student have the option to take up some other professional elective or open elective that he has failed to pass. But, the total number of credits that a student is allowed to register per semester cannot exceed 36. The registration details of the candidates may be approved by the Head of the Institution and forwarded to the Controller of Examinations. This registration is for undergoing the course as well as for writing the End Semester Examinations. No Elective course shall be offered by any department unless a minimum 5 students register for the course. However, if the students admitted in the associated Branch and Semester is less than 5, this minimum will not be applicable.

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

- i. Courses of the current semester.
- ii. The core (Theory/Lab /EEC) courses that the student has not cleared in the previous semesters.
- iii. Elective courses which the student failed (either the same elective or a different elective instead)

## **6.2 Flexibility to Drop courses**

- 6.2.1** 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.
- 6.2.2** From the II to Final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses cannot exceed 6 for PG programmes.

## **7. EVALUATION OF PROJECT WORK**

The evaluation of Project Work for Phase-I & Phase-II of M.E. shall be done independently in the respective semesters and marks shall be allotted as per the weightages given in Clause 7.1.

- 7.1** There shall be three assessments (each 100 marks) during the Semester by a review committee. The Student shall make presentation on the progress made before the Committee. The Head of the Institution shall constitute the review committee for each branch of study. The total marks obtained in the three assessments shall be reduced to 40 marks and rounded to the nearest integer (as per the Table given below). There will be a vice-voce Examination during End Semester Examinations conducted by a

Committee consisting of the supervisor, one internal examiner and one external examiner. The internal examiner and the external examiner shall be appointed by the Controller of Examination. The distribution of marks for the internal assessment and End semester examination is given below:

Internal Assessment (40 Marks)			End Semester Examination (60 Marks)			
Review I	Review II	Review III	Thesis Submission (20 Marks)	Viva – Voce (Rounded to 40 Marks)		
			External Examiner	Internal Examiner	External Examiner	Supervisor Examiner
10	15	15	20	15	15	10

- 7.2** The Project Report prepared according to approved guidelines as given by Board of Studies and duly signed by the supervisor(s) and the Head of the Department concerned shall be submitted to the Head of the Institution.
- 7.3** If the candidate fails to obtain 50% of the internal assessment marks in the Phase – I and Phase – II of final project, he/she will not be permitted to submit the report for that particular semester and has to re-enroll for the same in the subsequent semester.

If a candidate 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-enroll for the same in a subsequent semester. This applies to both Phase – I and Phase – II in Project Work. If a candidate fails in the end semester examinations of Phase – I, he/she has to resubmit the Project Report within 30 days from the date of declaration of the results. If he / she fails in the End semester examination of Phase – II of Project work of M.E, he / she shall resubmit the Project Report within 60 days from the date of declaration of the results. The resubmission of a project report and subsequent viva-voce examination will be considered as reappearance with payment of exam fee. For this purpose the same Internal and External examiners shall evaluate the resubmitted report.

- 7.3.1** A copy of the approved Project Report after the successful completion of viva-voce examinations shall be kept in the library of the college /institution.
- 7.3.2** Practical / Industrial Training, Summer Project if specified in the Curriculum shall not exceed the maximum duration of 4 weeks and should be organized by the Head of the Department for every student.

**7.3.3** At the end of Practical / Industrial Training, Summer Project the candidate shall submit a certificate from the organization where he/she has undergone training and also a brief report. The evaluation for 100 marks will be carried out internally based on this report and a Viva-Voce Examination will be conducted by a Departmental Committee constituted by the Head of the Institution. Certificates submitted by the students shall be attached to the mark list sent by the Head of the Department to the Controller of Examination.

## **8. FACULTY ADVISOR**

There shall be a faculty advisor for each class. The faculty advisor will be one among the (course-instructors) of the class. He / She will be appointed by the Head of the department concerned. The faculty advisor is the ex-officio member and the Convener of the class committee. The responsibilities for the faculty advisor shall be:

- To act as the channel of communication between the Head of the Department and the students of the respective class.
- To collect and maintain various statistical details of students.
- To help the chairperson of the class committee in planning and conduct of the class committee meetings.
- To monitor the academic performance of the students including attendance and to inform the class committee.
- To attend to the students' welfare activities like awards, medals, scholarships and industrial visits.

## **9. CLASS COMMITTEE**

**9.1** A Class Committee consists of teachers of the concerned class, student representatives and a chairperson who is not teaching the class. It is like the 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching-learning process. The functions of the class committee include:

- Solving problems experienced by students in the class room and in the laboratories.
- Clarifying the regulations of the programme and the details of rules therein.
- Informing the student representatives, the "academic schedule" including the dates of assessments and the syllabus coverage for each assessment period.
- Informing the student representatives, the details of regulations regarding the weightages used for each assessment. In the case of practical courses (laboratory / project work / seminar etc.) the breakup of marks for each experiment/ exercise/ module of work, should be clearly discussed in the class committee meeting and informed to the students.



- Analyzing the performance of the students of the class after each test and finding the ways and means of improving the Students Performance
  - Identifying the weak students, if any, in any specific subject and requesting the teachers concerned to provide some additional help or guidance or coaching to such weak students as frequently as possible.
- 9.2** The class committee for a class under a particular programme is normally constituted by the Head of the Department. However, if the students of different programmes are mixed in a class, the class committee is to be constituted by the Head of the Institution.
- 9.3** The class committee shall be constituted on the first working day of any semester or earlier.
- 9.4** At least 2 student representatives (usually 1 boy and 1 girl) shall be included in the class committee.
- 9.5** The chairperson of the class committee shall invite the faculty advisor(s) and the Head of the Department to the meeting of the class committee.
- 9.6** The Head of the Institution may participate in any class committee of the institution.
- 9.7** The Chairperson of the Class Committee is required to prepare the minutes of every meeting, submit the same to the Head of the Institution within two days of the meeting and arrange to circulate among the concerned students and teachers. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the management by the Head of the Institution.
- 9.8** The first meeting of the class committee shall be held within one week from the date of commencement of the semester in order to inform the students about the nature and weightages of assessments within the framework of the Regulations. Two or three subsequent meetings may be held at suitable intervals. During these meetings the student members, representing the entire class, shall meaningfully interact and express the opinions and suggestions of the class students to improve the effectiveness of the teaching-learning process.

**9.9 COURSE COMMITTEE FOR COMMON COURSES**

Each common course offered to more than one group of students shall have a “Course Committee” comprising all the teachers teaching the common course with one of them nominated as Course Coordinator. The nomination of the course Coordinator shall be made by the Head of the Department / Head of the Institution depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The ‘Course committee’ shall meet as often as possible and ensure uniform evaluation of the tests and arrive at a common scheme of evaluation for the tests. Wherever it is feasible, the course committee may also prepare a common question paper for the Assessment Test(s).

## **10. ATTENDANCE REQUIREMENTS FOR COMPLETION OF END SEMESTER**

**10.1** A student who has fulfilled the following conditions shall be deemed to have satisfied the attendance requirements for completion of a end semester.

Ideally every student is expected to attend all classes and earn 100% attendance. However in order to allow provision for certain unavoidable reasons such as prolonged hospitalization / accident / specific illness the student is expected to earn a minimum of 75% attendance to become eligible to appear for the End-Semester Examinations.

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

**10.2** However, a candidate who secures overall attendance between 65% and 74% in that current semester due to medical reasons (prolonged hospitalization / accident / specific illness / participation in sports events) may be permitted to appear for the current semester examinations subject to the condition that the candidate shall submit the medical certificate / sports participation certificate to the Head of the Institution.

**10.3** Candidates who secure less than 65% overall attendance and who do not satisfy the clauses 10.1 &10.2 will not be permitted to appear for the End-Semester Examination of that current semester and are not permitted to go to next semester. They are required to repeat the same semester in the next academic year as per the norms prescribed by the Directorate of Technical Education, TN and Anna University.

**10.4** However the candidates who secure less than 65% and above 55% of overall attendance may apply for condonation of shortage of attendance on genuine grounds. Application for condonation of shortage of attendance along with the prescribed fee should be forwarded so as to be received in the office of the Controller of Examinations along with the final attendance statement within 7 working days, before the commencement of the semester examination. Candidate can seek condonation of shortage of attendance only once in the entire duration of a course.

## **11. ASSESSMENT PROCEDURE FOR AWARDING MARKS**

The maximum marks assigned to different courses shall be as given below:

Each of the theory and practical courses (including project work) shall carry a maximum of 100 marks of which 40 marks will be through Continuous Internal Assessment (CIA) and the End Semester Examination will carry 60 marks.

**11.1** The marks for the continuous assessment shall be awarded as per the procedure given below:

**(i) Theory Courses**

For theory courses specified in curriculum out of 100 marks, the maximum marks for Continuous Internal Assessment is fixed as 40 marks and the End Semester Examination carries 60 marks.

The End Semester Examinations for theory and laboratory courses will be of 3 hours duration (Forenoon: 10.00 a.m. – 1.00 p.m., Afternoon: 2.00 p.m. – 5.00 p.m.) and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters.

The End Semester Examination is mandatory requirement for passing the course and every student should appear for the examination for theory, laboratory courses and project work.

Continuous Internal Assessment tests are conducted by the Internal Exam Cell of the college. Continuous Internal Assessment comprises three tests and their weightages are given below.

Continuous Internal Assessments (CIA)	Portion of the Syllabus	Duration of CIA	Max. Exam Mark	CIA Mark Allocation
<b>Co-curricular Component*</b>	-	-	-	<b>10</b>
Internal Assessment 1	1½ units	1½ hours	50 marks	10
Internal Assessment 2	1½ units	1½ hours	50 marks	10
Internal Assessment 3	2 units	3 hours	50 marks	10
Total				40

Continuous Internal Assessment marks for Co-curricular component related to the subjects offered in that semester are awarded as below on submission of subject wise report to the faculty concerned:

- Online learning
- Quiz
- Webinar
- Micro projects
- Industrial component
- Assignment / Report

In case a student has not appeared for 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 Head of the Department / Principal, a reassessment may be given at the end of the semester after getting approval from the Head of the Department through the concerned course instructor.

## (ii) Practical Courses

For Laboratory Course, out of 100 marks, the maximum marks for Continuous Internal Assessment (CIA) is fixed as 40 marks and the End Semester Examination carries 60 marks. Every laboratory exercise / experiment shall be evaluated based on the student performance during the laboratory class and the student's laboratory records are maintained. There shall be at least one assessment test. The criteria for arriving at the observation mark (20 marks) shall be decided in the respective course committee meeting. Mark of each laboratory class should be rounded to the nearest higher integer for assessment of internal marks. The End Semester Practical Examination for laboratory courses will be of 3 hours duration and shall normally be conducted between October and December during the odd semesters and between April and June during the even semesters.

The student who fails in the laboratory course shall reappear for the same in the subsequent end semester exams.

Category	CIA Mark
Observation Mark	20
Record Mark	10
Model Exam	10
<b>Total</b>	<b>40</b>

## (iii) Other Employability Enhancement Courses

- (a) The Seminar / Case study - Course - is to be considered as purely INTERNAL (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars before the evaluation committee and for each seminar, marks can be equally apportioned. The three members committee appointed by Head of the Department will evaluate the seminar and at the end of the semester the marks can be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper (30%), presentation (40%) and response to the questions asked during presentation (30%).

- (b) The Industrial / Practical Training shall carry 100 marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical training / internship / Summer Project, the candidate shall submit a certificate from the organization where he / she has undergone training and a brief report. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by a three member Departmental Committee constituted by the Head of the Institution. Certificates submitted by the candidate shall be attached to the mark list sent by the Head of the Department.

### **11.2 Assessment for Value Added Course**

The one / two credit course shall carry 100 marks and shall be evaluated through **Continuous Internal Assessments only**. Two Assessments shall be conducted during the semester by the Department concerned. The total marks obtained in the tests shall be reduced to 100 marks and rounded to the nearest integer. A committee consisting of the Head of the Department, staff handling the course and a senior Faculty member nominated by the Head of the Institution shall monitor the evaluation process. The list of students along with the marks and the grades earned may be forwarded to the Controller of Examinations for appropriate action atleast one month before the commencement of End Semester Examinations.

### **11.3 Assessment for Online Courses**

Students may be permitted to credit one online course (which are provided with certificate) subject to a maximum of three credits. The approved list of online courses will be provided by the Centre for Academic courses from time to time. This online course of 3 credits can be considered instead of one elective course. The student needs to obtain certification or credit to become eligible for writing the End Semester Examination to be conducted by Anna University. The course shall be evaluated through the End Semester Examination only conducted by Controller of Examinations.

- 11.4** Internal marks approved by the Head of the Institution shall be displayed by the respective Head of the Departments within 5 days from the last working day.

- 11.5** Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each lecture or practical or project work class, the test marks and the record of class work (topics covered), separately for each course. This should be submitted to the Head of the Department periodically (at least three times in a semester) for checking the syllabus coverage and the records of test marks and attendance. The Head of the department will put his signature and date after due verification. At the end the semester, the record should be verified by the Head of the institution who will keep this document in safe custody (for five years). The university or any inspection team appointed by the University may inspect the records of attendance and assessments of both current and previous semesters.

## 12. REQUIREMENTS FOR APPEARING FOR SEMESTER EXAMINATION

- 12.1** A candidate shall normally be permitted to appear for the University examinations of the current semester if he/she has satisfied the semester completion requirements as per clause 10.1 & 10.2 and has registered for examination in all courses of the current semester.
- 12.2** Further, registration is mandatory for all the courses in the current semester as well as for arrear(s) course(s) for the university examinations failing which, the candidate will not be permitted to move to the higher semester.
- 12.3** A student who has passed all the courses prescribed in the curriculum for the award of the degree shall not be permitted to re-enroll to improve his/her marks in a course or the aggregate marks / CGPA.

## 13. UNIVERSITY EXAMINATIONS

- 13.1** There shall be an End Semester Examination of 3 hours duration in each lecture based course. The examinations shall ordinarily be conducted between October and December during the odd semesters and between April and June in the even semesters. For the practical examinations (including project work), both internal and external examiners shall be appointed by the College.

### 13.2 WEIGHTAGE

The following will be the weightage for different courses.

<b>i) Lecture or Lecture cum Tutorial based course</b>	
Continuous Internal Assessment	40 Marks
End Semester Examination	60 Marks
<b>ii) Laboratory based courses</b>	
Continuous Internal Assessment	40 Marks
End Semester Examination	60 Marks
<b>iii) Project work</b>	
Continuous Internal Assessment	40 Marks
Evaluation of Project Report	60 Marks
By External Examiner	
Viva-Voce Examination	

## **14. PASSING REQUIREMENTS**

- 14.1** A candidate who secures not less than 50% of total marks prescribed for the course with a minimum of 50% of the marks prescribed for each of the course of the End-Semester University Examination in both theory and practical courses shall be declared to have passed in the course and acquired the relevant number of credits.
- 14.2** If a student fails to secure a pass in a particular course, it is mandatory that he/she shall reappear for the examinations in that course during the subsequent semester when examination is conducted in that course.
- 14.3** If the course, in which the student has failed, is a professional elective or an open elective, the student may be permitted to register for the same course, earn continuous assessment marks and attend the End Semester Examination or any other professional elective or open elective course in the subsequent semesters, attend the classes and fulfill the attendance requirements.
- 14.4** The internal assessment marks obtained by the candidate in the first appearance shall be retained and considered valid for three attempts. From the third attempt if a candidate fails to obtain pass marks (continuous assessment + End Semester Examinations) as per clause 14.1 then the candidate declared to have passed their examination if he/she secures a minimum of 50% marks prescribed for end semester examinations alone.
- 14.5** If a student fails to secure a pass in a laboratory course, the student shall register for the course again during the subsequent semester.
- 14.6** If a student fails to secure a pass in project work, the student shall register for the course again during the subsequent semester.
- 14.7** If a student has failed in the final semester examination he/ she may be allowed to register for the course in the next semester itself.

## **15. AWARD OF LETTER GRADES**

- 15.1** All assessments of a course will be evaluated on absolute marks basis. However, for the purpose of reporting the performance of a candidate, letter grades, each carrying certain number of points, will be awarded as per the range of total marks (out of 100) obtained by the candidate in each subject as detailed below:

Letter Grade		Grade Points	Marks Range
O	Outstanding	10	91 - 100
A+	Excellent	9	81 - 90
A	Very Good	8	71 - 80
B+	Good	7	61 - 70
B	Average	6	50 - 60
RA	Reappearance	0	<50
AB	Absent	0	
W	Withdrawal	0	

A student is deemed to have passed and acquired the corresponding credits in a particular course if he/she obtains any one of the following grades: "O", "A+", "A", "B+", "B", "RA" denotes Reappearance required for the examinations in the course. "AB" denotes absent for the particular course. "W" denotes withdrawal from the exam for the particular course. The grades RA and W will figure both in Marks Sheet as well as in Result Sheet. But if the grade RA is given to a Laboratory Course / Project work / Seminar and any other EEC course, the attendance requirements (vide clause 10) should be satisfied.

The grades O, A+, A, B+, B obtained for the one credit course shall figure in the Mark sheet under the title 'Value Added Courses'. The Courses for which the grades are RA, W will not figure in the mark sheet.

## 15.2 GRADE SHEET

After declaration of the results, Grade Sheets will be issued to each student which will contain the following details:

- The college in which the candidate has studied.
- The list of courses enrolled 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 enrolled from first semester onwards.



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

$$\text{GPA} = \frac{\sum(\text{Credits Acquired} \times \text{Grade Points})}{\sum(\text{Credits Acquired})}$$

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

where

$C_i$  is the number of credits assigned to the course

$GP_i$  is the Grade point corresponding to the grade obtained for each Course

$n$  is number of all Courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA.

## 16. ELIGIBILITY FOR THE AWARD OF THE DEGREE

**16.1** A student shall be declared to be eligible for the award of the PG Degree (M.E.) provided the student as

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

## 17. CLASSIFICATION OF THE DEGREE AWARDED

### 17.1 FIRST CLASS WITH DISTINCTION

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

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

### 17.2 FIRST CLASS

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

- Should have passed the examination in all the courses of all four semesters **within three years**, 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).
- Should have secured a CGPA of not less than **7.00**.

### 17.3 SECOND CLASS

All other students (not covered in clauses 17.1 and 17.2) who qualify for the award of the degree shall be declared to have passed the examination in **Second Class**. A student who is absent in End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 18) for the purpose of classification.

## 18. REVALUATION

A candidate can apply for revaluation of his / her semester examination answer paper in a theory course, within a week from the declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of Institution. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the candidate concerned through the Head of the Institution. Revaluation is not permitted for practical courses and for project work.

## **19. PROVISION FOR WITHDRAWAL FROM EXAMINATION**

A candidate, may for valid reasons with prior application, be granted permission to

- 19.1** Withdraw from appearing for the examination of any one course or consecutive examinations of more than one course in a semester examination.
- 19.2** Such withdrawal shall be permitted only once during the entire period of study of the degree programme.
- 19.3** Withdrawal of application is valid only if it is made within 10 days prior to the Commencement of the examination in that course or courses and recommended by the Head of the institution and approved by the Controller of Examinations.
- 19.4** Even though the requirement of mandatory is 10 days notice, applications for Withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 19.5** Withdrawal shall not be construed as an appearance for the eligibility of a candidate for First Class with Distinction.
- 19.6** Withdrawal from the End Semester Examination is NOT applicable to arrear subjects of previous semesters.
- 19.7** The candidate shall reappear for the withdrawn courses during the examination conducted in the immediate semester.
- 19.8** Withdrawal shall not be permitted in the final semester examinations.
- 19.9** Withdrawal shall not be permitted for all papers in a semester. He/she has to appear at least for one paper in a semester. Otherwise he/she shall be considered as break of study.

## **20. PROVISION FOR AUTHORIZED BREAK OF STUDY**

- 20.1** 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 situation the candidate may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study. If a candidate intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to rejoin the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the DOTE, 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 rejoining the programme. However, if the candidate has not

completed the first semester of the programme, Break of Study will be considered only on valid medical reasons.

- 20.2** 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. Students rejoining in new Regulations should appear in additional courses if any, as prescribed by admission committee from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.
- 20.3** One year authorized break of study will not be counted towards the duration specified for passing all the courses for the purpose of classification (vide Clause 20.1 and 20.2).
- 20.4** 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 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 20.5** If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' and Clause 20.3 is not applicable for this case.
- 20.6** All the norms may liable to change upon the terms of affiliated University.

## **21. DISCIPLINE**

- 21.1** Every student is required to observe discipline both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the college. The Head of the Institution shall constitute a disciplinary committee consisting of Dean (Student Affairs), Head of the Departments to which the student concerned belongs, and the Head of another Department to enquire into acts of indiscipline and to recommend 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 in the regulations from time to time.

## **22. 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 Board of Studies and Academic Council with the approval of the Governing Body of the college.

\*\*\*\*\*