



Approved AICTE New Delhi | Affiliated to Anna University Chennai
No 27, Thayanur, Tiruchirappalli 620 009

Academic Regulations 2024
Undergraduate Degree
B.E. / B. Tech./B.Des. (8 Semesters)
Full Time Programmes

*Revised and approved in the third
Academic Council meeting held on 11.10.2025*

CARE College of Engineering:: Tiruchirappalli 620 009**(An Autonomous Institution)****Academic Regulations 2024****Choice Based Credit System****Undergraduate Degree B.E. / B. Tech./B.Des. (8 Semesters) Full Time Programmes**

The following Regulations are applicable to the students who are admitted in all the Undergraduate Degree B.E./ B.Tech./B.Des. Programmes offered in the Institution from the academic year **2024 – 2025** onwards.

1.0 PRELIMINARY DEFINITIONS AND NOMENCLATURE

- i. **Programme:** Programme means Degree Programme, that is B.E./B.Tech./B.Des. Degree Programme.
- ii. **Discipline:** Discipline means specialization or branch of B.E./B.Tech./B.Des. Degree Programme, like Civil Engineering, Artificial Intelligence and Data Science, Design, etc.
- iii. **Course:** Course means a theory or practical subject that is normally studied in a semester, like Mathematics, Engineering Physics, etc.
- iv. **Academic Year:** Two consecutive (one ODD and one EVEN) semesters
- v. **Choice Based Credit System (CBCS):** The CBCS provides choice for the students to select from the prescribed courses (HSMC, Basic Sciences, Engineering Sciences, Professional Core, Professional Electives, Open Electives and Employability Enhancement Courses.)
- vi. **Credit:** It is the unit by which the course work is measured. It determines the number of hours of instructions required per week.
- vii. **Credit point:** It is the product of grade point and number of credits for a course.
- viii. **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.
- ix. **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters **O, A+, A, B+, B, C and U**
- x. **Grade Point Average (GPA):** It is a measure of academic performance of a student in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credit taken during that semester. It shall be expressed up to two decimal places.
- xi. **Cumulative Grade Point Average (CGPA):** It a measure of overall cumulative academic performance of a student in all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the total credits of all course in all the semesters. It is expressed up to two decimal places.
- xii. **First Attempt:** If a student has completed all formalities and become eligible to attend the examination and has attended and passed in first sitting shall be considered as first attempt.
- xiii. **Grade Sheet:** Based on the grades earned, a grade sheet shall be issued to all the registered students after every semester. The grade sheet will include the course details (code, title, number of credits, grade secured) along with GPA of that semester and CGPA earned till that semester.
- xiv. **Head of the Institution (HI):** HI means the Principal of the College.

- xv. **Dean (Academics):** Dean (Academics) means the authority of the Institution who is responsible for all academic activities of various programmes and implementation of relevant rules of these Regulations pertaining to the Academic Programmes.
- xvi. **Head of the Department (HoD):** HoD means the Head of the Discipline concerned.
- xvii. **Controller of Examinations (CoE):** CoE means the authority who is responsible for all activities of the Examinations in this Institution.
- xviii. **Institution:** Institution means CARE College of Engineering, Tiruchirappalli
- xix. **University:** University means ANNA UNIVERSITY, CHENNAI.

2.0 ADMISSIONS

2.1 First Year admission

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

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

(OR)

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

2.2 Lateral entry admission*

- (i) The candidates who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education, Tamil Nadu or its equivalent are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech., as per the rules fixed by Government of Tamil Nadu.

(OR)

- (ii) The candidates who possess the Degree in Science (B.Sc.) (10+2+3 stream) with Mathematics as a subject at the B.Sc. Level are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech. Such candidates shall undergo two additional Engineering subject(s) in the third and fourth semesters as prescribed by the Institution.

***Not applicable for B.Des. Programme.**

3.0 PROGRAMMES OFFERED

1. B.E. Civil Engineering
2. B.E. Computer Science and Engineering
3. B.E. Electronics and Communication Engineering
4. B.E. Mechanical Engineering
5. B.Tech. Artificial Intelligence and Data Science
6. B.Des. Design

4.0 STRUCTURE OF THE PROGRAMME

The Curriculum and Syllabi under Regulations 2024 are implemented by considering the **guidelines of Anna University, Chennai**, the recommendations of **AICTE, New Delhi** and **UGC, New Delhi** with a view of achieving excellence in the quality of education by keeping the requirements of enhancing the employability skill and

producing capable engineers and designers for the benefit of Industry, Society and Nation as a whole. Further, the structure of the programme is designed by keeping in mind Choice Based Credit System (CBCS) with Outcome Based Education. The course content of each course is fixed in accordance with the Programme Educational Objectives (PEOs), Programme Outcomes (POs), and Programme Specific Outcomes (PSOs).

The CBCS enables the students to earn credits across programmes and provides flexibility for slow and fast learners in registering the required number of credits in a semester. The CBCS facilitates the transfer of credits earned in different departments/Centres of other recognized/accredited universities or institutions of higher education in India and abroad either by studying directly or by online method. The curriculum of every programme is designed with a total number of credits above 160.

4.1 Categorization of Courses

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

1. **Humanities, Social Sciences and Management Courses (HSMC)** include Professional English, Communication skills, Management etc.
2. **Basic Sciences Courses (BSC)** include Mathematics, Physics, Chemistry, Biology, Environmental Science etc.
3. **Engineering Sciences Courses (ESC)** include Engineering Practices, Engineering Graphics, Basics of Civil / Mechanical / Electrical / Electronics / Instrumentation, Computer Engineering, etc.
4. **Professional Core Courses (PCC)** include the core courses relevant to the chosen specialization/branch.
5. **Professional Elective Courses (PEC)** include the elective courses relevant to the chosen specialization/ branch.
6. **Open Elective Courses (OEC)** include inter-disciplinary courses which are offered in other Engineering/Technology Programme of study.
7. **Employability Enhancement Courses (EEC)** include the courses such as Value Added Courses, Aptitude and Reasoning, Soft skill and Personality Development , Design Thinking and Innovation, Leadership and Team Management, Internship, Mini Project, Capstone Project/Graduate Design Project, Industry Training/ Internship/Industry Practice.
8. **Science & Liberal Arts Courses (SLA)[@]** include courses introducing them to Arts, psychology, Technology, Philosophy and research related to Design.
9. **Mandatory Courses (MC)** include the courses such as Constitution of India, introduction women and gender studies etc.

@ Specific category to B.Des. course

4.2 Personality and Character Development and Allied Skill Courses

In first semester, all students shall enroll in any one of the personality and character development programmes and undergo training / conduct activities for about 80 hours and attend a camp of about seven days. The training shall include classes on hygiene and health awareness and also training in first-aid. Alternately, activities of science, literature and arts also help for personality and character development. So, students shall conduct and participate actively in science club/Literary Forum/Fine Arts activities for 80 hours and participate in at least ONE event.

1. **National Cadet Corps (NCC)** will have about 20 parades.
2. **National Service Scheme (NSS)** will have social service activities in and around the College / Institution.

3. **National Sports Organization (NSO)** will have Sports, Games, Drills and Physical exercises.
4. **Youth Red Cross (YRC)** will have activities related to social services in and around College/Institution. While the training activities will normally be during weekends, the camp will normally be during vacation period.
5. **Science club** shall organise activities of popularisation of science and scientific temper through activities related to astronomy, works of great scientists from India and abroad, observing National Science Day, etc.
6. **Literary Club** like 'Tamil Ilakkiya Mandram' shall be formed, which shall organise colourful literary events to propagate good humanist values, morals and ethics reflected in the literature.
7. **Fine Arts Club** like music, painting and documentary films with social themes shall be encouraged.

Students who enroll and take active participation in any one of the above activities for 80 hours and participate at least one event/programme will be given a certificate by the Head of the Institution and the copy of the same shall be forwarded to the Controller of Examinations for the purpose of record and scrutiny. No fee shall be charged for all these activities.

4.3 **Mandatory Courses**

The student may optionally study mandatory courses prescribed in the Curriculum and it will be mentioned in the Grade Sheet. However, it will not be considered for computation of CGPA.

4.4 **Number of courses per semester**

Each semester curriculum shall normally have a blend of lecture courses not exceeding seven Theory courses and Studio/Laboratory integrated theory courses and four Employability Enhancement Course(s) and Studio/Laboratory Courses. However, the total number of courses per semester shall not exceed 10. Each Course shall have credits assigned as per clause 4.5.

4.5 **Credit Assignment**

Each course is assigned certain number of credits as given in Table 1

Contact period per week	CREDITS
1 Lecture Period	1
1 Tutorial Period	1
1 Studio Period	1
1 Laboratory Period (EEC courses like Capstone Project/Internship/Industry Training)	0.5

4.6 **Industrial Training/ Internship**

Industrial Training/ Internship gives experiential learning to the students. The students have to take Industrial Training/Internship as specified in curriculum in Industries to gain hands-on experience in recent industrial technologies.

4.6.1 Industrial Training/ Internship for B.E./B.Tech.

The students may undergo Industrial training for a period as specified in the Curriculum during the summer / winter vacation. In this case, the training has to be undergone continuously for a period of at least two weeks in an organization. The number of weeks of Industrial Training/Internship and equivalent credits are given in Table 2. The students may undergo Internship at a Research organization / University/ Industry with the approval from the Head of the Institution for the period prescribed in the curriculum

during the summer / winter vacation, in lieu of Industrial training. Attendance Certificate mentioning the period of Industrial Training / Internship and signed by the competent authority of the industry, as per the format provided by the Institution shall be submitted to the Head of the Department.

Table 2 Weeks of training and equivalent credits	
Duration of Training/Internship (1 Week = 40 Internship Hours)	Credits
2 Weeks	1
4 Weeks	2
6 Weeks	3

The attendance certificate shall be forwarded to the Controller of Examinations by the Head of the Department for processing results.

4.6.2 Industry Training for B.Des.: Every student shall in the VII Semester undergo Practical Training in the office of an architect/designer or an organisation operating in an allied field of practice or research, duly approved by the institution, under mentorship of an architect/designer having experience of at least 5 years. Training in Foreign Country shall be done under the Registered Architect/Designer of that Country and to be approved and monitored by the Head of the Institution. Practical Training shall commence on the reopening day of the semester and conclude on the last working day of that semester as per the academic schedule of the Institution. Ideally every student is required to undertake the entire duration of Practical Training in the VII semester in a single office. However, under unforeseen circumstances, if the student wishes to change his/ her place of Practical Training, the student shall be allowed to do so only once provided the student satisfies a minimum of 30 days Practical Training in one of the offices.

4.7 1. Industrial Visit for B.E./B.Tech. Programme

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

2. Study Visits/Tours for B.Des. Programme

- Students shall undertake one rural visit as part of their Design appreciation Course
- Students shall undertake mandatory Educational Trips.
- The Educational Trips will be directed towards participation in Design specific Summits, Fests, Seminars, Exhibitions and Competitions.
- Students shall also undertake other study visits for various courses as arranged during the course of B.Des. Degree Programme

4.8 Value Added Courses

1. The students may optionally undergo Value Added Courses (VAC) over and above the topics covered in the curriculum to obtain practical and industry specific knowledge. The credits earned through the Value Added Courses shall be over and above the total credit requirements prescribed in the curriculum for the award of the degree. One / Two credit courses shall be offered by the Department with the prior approval from the Head of the Institution without any additional fee charged from the students. The details of the syllabus, time table and course coordinator may be sent to the Dean (Academics) at least one month before the course is offered for

approval of the Head of the Institution. Students can take a maximum of two one credit courses / one two credit course during the entire duration of the Programme.

2. The value added 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 Dean (Academics) with the approval of the Head of the Institution shall do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

4.9 Online Courses

Students may be permitted to earn credit through online courses (which are provided with certificate) with the approval of Head of the Institution subject to a maximum of 9 credits. Dean (Academics) will constitute a committee with the approval of Head of the Institution to ensure that the student has not studied such courses and would not repeat it again as Professional Core/Professional Elective/Open Elective courses. The credit may be transferred with the due approval for either programme core, elective, one credit or open elective course. Suitable online courses shall be chosen from the SWAYAM platform, Udemy, Coursera, Research institutions, Foreign Universities, Industries, etc. The committee consisting of HoD and a faculty member of the department in which the student is studying and a HoD of another Engineering department will assess the online courses. The committee recommendations will be forwarded to Controller of Examinations for processing the total credits earned by the student.

4.10 Project Work / Industry Practice

4.10.1 Capstone Project/Graduate Design Project

Capstone Project/Graduate Design Project is one of the employability enhancement courses in the curriculum. Under the supervision of a faculty member, final year student is required to do some innovative work for a societal problem with the knowledge gained after undergoing various theory and studio/laboratory courses during their study. A single student or group of students (not exceeding 4 per group) shall exhibit both analytical and practical skills through their Capstone Project/ Graduate Design Project. Capstone Project/Graduate Design Project shall be registered in 8th semester. Students are also permitted to do the Capstone Project/Graduate Design Project in Industry/Universities/ Research Organization with the approval of Head of Department.

4.10.2 Industry practice

Industry practice is a skill development /employability enhancement course in the curriculum, wherein the student has to undergo industrial training under the industry mentor in a specific domain for one semester continuously. The students shall register for industry practice during 8th semester instead of Project Work with the proper approval from Industry, Placement cell and Head of the Institution. This is eligible only for the students who have got internship offer in a company for duration of 10 to 15 weeks. They have to register the course within one week after the commencement of 8th semester. Attendance Certificate mentioning the period of Industry Practice and signed by the competent authority of the industry, as per the format provided by the Institution shall be submitted to the Head of the Department.

4.11 Advancement of Courses

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.

These students shall undergo the seventh semester courses other than the Project Work in the fifth and sixth semesters with the approval of Head of the Institution, provided they do not have current arrears and have a CGPA of 7.50 and above up to the end of Semester III. The Head of Department, in consultation with the faculty handling the said courses, shall forward the proposal to Head of the Institution for approval at least 4 weeks before the commencement of the fifth and sixth semester of the programme. The approval will be communicated to Controller of Examinations by the Head of the Department.

4.12 Medium of Instruction

The medium of instruction is English for all courses, examinations, Seminar presentations and Project Work reports except for the two courses offered in Tamil in first year. For these two courses the medium of instruction and examination shall be in Tamil. However, if a student wishes to write the examination in English for these two courses it shall be permitted.

4.13 Verticals of Elective

Elective courses are listed in groups called verticals that represent a particular area of specialization/domain. Students are permitted to choose all the Elective courses from a particular vertical or from different verticals.

4.14 1. B.E. / B. Tech. (Hons) and B.E. / B. Tech. minor with specialisation in another discipline.**(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 specified group of Professional Electives of the same programme.
- b. Should have passed all the courses prescribed in the curriculum and additional courses in the first attempt.
- c. Should have earned a minimum of 7.50 CGPA taking into account of all the courses prescribed in the curriculum and additional courses.

(ii) B.E / B.Tech. Honours

- a. The student should have taken additional courses from more than one vertical of the same program and earned a minimum of 18 credits
- b. Should have passed all the courses prescribed in the curriculum and additional courses in the first attempt
- c. Should have earned a minimum of 7.5 CGPA taking into account of all the courses prescribed in the curriculum and additional courses.

(iii) B.E./B.Tech. Minor with specialisation in another discipline

The student should have earned additionally a minimum of 18 credits in any one of the verticals offered from other B.E./B.Tech. Programme.

2. Out of these 18 credits, students can optionally enroll and study a maximum of 6 credits in online mode from SWAYAM-NPTEL platform in addition to the three online courses permitted for courses of curriculum.
3. B.E / B.Tech. (Hons.) Specialisation in the same discipline, B.E / B.Tech. (Hons.) and B.E./B.Tech. Minor with specialisation in another discipline will be optional for students and the students shall be permitted to select any one of them only.
4. For the categories 4.15.1 (i) and (ii), the students, including lateral entry, shall be permitted to register for the courses from Semester V onwards provided the

students have earned a minimum CGPA of 7.50 until Semester III and have cleared all the courses in the first attempt.

5. For the category 4.15.1 (iii), the students, including Lateral Entry, will be permitted to register the courses from Semester V onwards provided the marks earned by the students until Semester III is CGPA 6.50 and above and have cleared all the courses in the first attempt.
6. If a student decides not to opt for Honours, after completing certain number of additional courses, such 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 grade sheet however, they will not be considered for calculation of CGPA and the same shall be indicated in a foot note appropriately. If the student has failed in the additional courses or faced shortage of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.
7. 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 and the same shall be indicated in a foot note appropriately. If the student has failed in the additional courses or faced shortage of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.
8. The student has to enroll for these additional courses separately and pay a tuition fee for studying these six additional courses and pay additional exam fee.

5.0 DURATION OF THE PROGRAMME

- 5.1 A student is ordinarily expected to complete the B.E. / B.Tech./ B.Des. Programme in 8 semesters (for HSC students) and six semesters (for Lateral Entry students) but in any case, not more than 14 Semesters for HSC (or equivalent) students and not more than 12 semesters for Lateral Entry students.
- 5.2 Each semester shall normally consist of 75 working days or 540 periods of 50 minutes each. The Head of the Department 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. A monthly report on syllabus completion shall be sent to Dean (Academics) and Head of the Institution.
- 5.3 The Head of the Department may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods with the approval of Head of the Institution. The overall attendance percentage of the student will be calculated as:

$$\text{Attendance percentage} = \frac{\text{No of periods attended in all the courses in a semester}}{\text{No of periods conducted in all the courses in a semester}} \times 100$$

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

- 5.4** For regulations, the academic year has been divided into two semesters, the odd semester normally spanning from June to November and the Even semester from December to May. The First semester of B.E. / B.Tech./B.Des. Degree Programme normally spans from August to December and Second semester from January to May.
- 5.5** 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 (vide clause 18) in order that he/she may be eligible for the award of the degree (vide clause 16).

6.0 COURSE REGISTRATION

- 6.1**
1. The information on the list of all the courses offered in every department specifying the credits, the prerequisites, a brief description of syllabus or list of topics shall be made available in the college website.
 2. Each student, on admission shall be assigned to a Faculty Advisor/Mentor (vide clause 8.0) who shall advise her/him about the academic programs and counsel on the choice of courses considering the academic background and student's career objectives. With the advice and consent of the Faculty Advisor/ Mentor, the student shall register for a set of courses he/she plans to take up for the Semester.
 3. Every student shall enrol for the courses of the succeeding semester during the last week of the current semester. However, the student shall confirm the enrolment by registering for the courses within first five working days after the commencement of the concerned semester. Further, the student has to register for the end semester examination by paying the prescribed fee for that particular course. If he/she has not registered for the end semester examination in the semester concerned, then he/she has to re-register for the courses in the subsequent semesters and satisfy the requirements as per clauses 7.0 and 6.2
 4. If a student is prevented from writing End Semester Examination of a course due to lack of attendance, the student has to register for that course again, when offered next, attend the classes and fulfil the attendance requirements as per clause 7.0.
 5. If the theory course in which the student has been prevented from writing End Semester Examination due to lack of attendance is a programme elective course or an open elective, then the student may register for the same or any other Programme elective or open elective course respectively in the subsequent semesters during the minimum period of study. However, if the students are unable to complete the courses within the minimum said duration, they shall register their courses in the subsequent academic year irrespective of Odd or Even semester.
 6. The maximum number of credits that can be registered in a semester is 36. However, this does not include the number of Re-appearance (U) and Withdrawal (W) courses registered by the student for the appearance of Examination.
 7. In any department, the preference for registration shall be given to the students of that department for whom the course is a programme core course or programme elective course.
 8. The registration for any course shall be on first come first served basis, provided the student fulfils prerequisites for that course if any. Every effort shall be made by the Department/Centre to accommodate as many students as possible.
 9. No course shall be offered by a department unless a minimum of 5 students are registered for that course. However, this restriction is not applicable for the students who register for a course after 4 years duration.

6.2 Flexibility to Add or Drop Courses

1. A student has to earn the total number of credits specified in the curriculum of the respective programme of study to be eligible to obtain the degree.
2. From the second to final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses shall not exceed 6 per semester. The student is permitted to drop the course(s) within 30 days of the commencement of the academic schedule
3. From the V to VIII semesters, the student has the option of registering for additional courses in a semester. With regard to enrolling for B.E. / B. Tech. (Hons) or B.E. / B. Tech. Minor. The total number of credits that a student can add in a semester is limited to 6, subject to a maximum of 2 courses. Maximum number of credits enrolled in a semester (Honours and Minor) shall not exceed 36. The online courses registered for B.E. / B. Tech. (Hons.) and B.E. / B. Tech. minor shall be over and above these 36 credits.
4. The student shall register for the Capstone Project/ Graduate Design Project/ Industry Practice in the VIII semester only.

6.3 Choice of Professional Elective Courses

The Professional Elective Courses are listed in the Curriculum in Table format as verticals (Specialisation groups). A student can choose all the Professional Elective Courses either from one of the verticals or a combination of courses from all verticals in a semester. However, students irrespective of enrolling for additional courses for B.E. / B. Tech. (Hons.) are not permitted to choose more than one course from a row. Students are permitted to enroll more than one elective course from the same vertical in a semester. In the subsequent semesters students are permitted to enroll one more course in a row, provided if he/she has cleared the earlier course of the same row. For a professional elective course and open elective course, minimum number of students enrolment permitted shall be 10. However, the minimum number is not applicable for students enrolling B.E. / B. Tech. (Hons) and B.E. / B. Tech. Minor. For the offer of each professional elective at least two choices shall be offered.

7.0 ATTENDANCE REQUIREMENTS FOR COMPLETION OF THE SEMESTER

- 7.1 A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester. Ideally every student is expected to attend all classes of all the courses and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as medical/ participation in sports, the student is expected to attend at least 75% of the classes. Therefore, he/she shall **secure not less than 75%** (after rounding off to the nearest integer) of overall attendance as calculated as per clause 5.3.
- 7.2 However, a student who **secures overall attendance between 65% and 74%** in the 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 student shall submit the medical certificate / sports participation certificate attested by the Head of the Institution. The same shall be forwarded to the Controller of Examinations for record purposes.
- 7.3 Students who **secure less than 65% overall attendance** shall not be permitted to write the examination at the end of the semester and not permitted to move to the next semester. They are required to repeat the incomplete semester in the next academic year, as per the norms prescribed.

8.0 CLASS COORDINATOR AND MENTOR

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

- To act as the channel of communication between the HOD 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.

8.2 Mentor: There shall be a **Mentor** for a batch of students in the class. The batch size may be 15 to 20 students and the Mentor will be allotted by the Head of the Department concerned.

The responsibilities of the Mentor shall be:

- To inform the interpretation of Regulations to the students and their rights and duties.
- To inform code of conduct to be maintained in the campus and disciplinary actions.
- To inform the students about the various facilities and activities available to enhance the student's curricular and co-curricular activities.
- To guide student enrollment and registration of the courses.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.
- To collect and maintain the academic and co-curricular records of the students.
- To facilitate and collect students feedback about the course and course instructor, and the course and programme's exit survey.
- To provide all the details of academic including feedback, training, scholarship, placement and co-curricular and extra-curricular activities of the students to the Head of the Institution through HOD.
- To talk to the students and to identify the strength and weakness and the family background of the students.
- To advise the students regularly to solve his professional and personal issues if any.
- To arrange for special coaching or doubt clarifying session with the teacher who are teaching his class.
- To maintain the Student Record and update regularly
- To attend to the students' welfare activities like awards, medals, scholarships and industrial visits.
- To send the Mentor – Mentee report to HoD every month.

9.0 CLASS COMMITTEE

9.1 Every class shall have a class committee consisting of teachers of the class concerned, 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 degree programme and the details of rules therein particularly (clause 5 and 7).
- Informing the student representatives, the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / drawing / 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 solving problems, if any.
- Identifying the slow-learners, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students.

9.2 The class committee for a class under a particular branch is normally constituted by the Head of the Department. However, if the students of different branches 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 within the first week of each semester.

9.4 At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the class committee, covering all the elective courses.

9.5 The chairperson of the class committee may invite the class adviser(s) and the Head of the Department to the class committee meeting.

9.6 The Head of the Institution, Deans and Controller of Examinations may participate in any class committee meeting of the institution.

9.7 The chairperson is required to prepare the minutes of every meeting, submit the same to the Head of the Institution within two days of the meeting and arrange to circulate it among the students and teachers concerned. 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 weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held in a semester at suitable intervals.

The **Class Coordinator** shall display the cumulative attendance particulars of each student on the Notice Board at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 7 of this Regulation. During these meetings the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

10.0 COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one discipline or group, shall have a "Course Committee" comprising all the teachers teaching the common course with one of them nominated as the 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 in order to arrive at a common scheme of evaluation for the test and shall ensure a

uniform evaluation of the tests. Wherever feasible, the Course Committee may also prepare a common question paper for the internal assessment test(s).

The Course Coordinator 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 it among the students and teachers concerned. 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.

11.0 SYSTEM OF EXAMINATION

All B.E./B.Tech./B.Des. programmes consist of Theory Courses, Theory courses with studio/laboratory component, Studio/Laboratory Courses and Employability Enhancement Courses. Employability Enhancement Courses include Capstone Project/Graduate Design Project, Seminar, Professional Practices, Case Study and Industrial/Practical Training, etc. Appearance in End Semester Examination is mandatory for all courses except the courses evaluated only by 100% Continuous Internal Assessment.

11.1 Performance in each course of study shall be evaluated based on (i) Continuous Internal Assessment (CIA) throughout the semester and (ii) End Semester Examination (ESE)

11.2 Each course, both theory and practical (including project work & viva voce examinations) shall be evaluated for a maximum of 100 marks. The Weightage of Marks for Continuous Internal Assessment and End-Semester Examination is given in Table 3.

S. No	Category of course	Programme	CIA	ESE
(i)	Theory Courses	All UG	40%	60%
(ii)	Laboratory/Studio Courses	All UG	60%	40%
(iii)	Theory cum Laboratory/Studio Courses	All UG	50%	50%
(iv)	Employability Enhancement Courses (EEC)			
	Capstone Project/Industry Practice	B.E./B.Tech.	60%	40%
	Industry Training/ Graduate Design Project	B.Des.	50%	50%
	Theory Courses	B.E./B.Tech.	40%	60%
	Mini Project	B.E./B.Tech.	60%	40%
	Other Courses: Professional Development, Design Thinking and Innovation, Aptitude and Reasoning, Soft skill and Personality Development, Internship etc.,	B.E./B.Tech.	100	-

11.3 The End Semester Examination (theory and practical) of 3 hours duration shall ordinarily be conducted between October and December during the odd semesters and between April and June during the even semesters

11.4 The End Semester Examination for B.E./B.Tech. Capstone Project/Industry Practice and B.Des. Industry Training and Graduate Design Project shall consist of evaluation of the final report submitted by the student or students of the project group (of not exceeding 4 students) by an external examiner and an internal examiner, followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.

11.5 For the End Semester Examination of practical courses including Project Work, the internal and external examiners shall be appointed by the Controller of Examinations.

12.0 PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

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

12.1 B.E./B.Tech. Theory Courses

For Theory Courses out of 100 marks, the maximum mark for Continuous Internal Assessment (CIA) is fixed as 40 marks and the End Semester Examination (ESE) carries 60 marks.

(i) **Continuous Internal Assessments for B.E./B.Tech. Programme:** CIA comprise of written test based assessments each carrying 60% weightage of marks and an activity based assessment (Individual Assignment/Case study / Seminar / Mini project/Quiz/Simulation) with 40% weightage of marks conducted by the course instructor, as shown in Table 4. The total percentage of marks obtained in all assessments put together is 200 and shall be proportionately reduced to 40 marks and rounded to the nearest integer.

Assessment I		Assessment II		Total Internal Assessment
Written Test	Activity	Written Test	Activity	
60	40	60	40	200

12.2 B.E./B.Tech. Laboratory Courses

For Laboratory Courses out of 100 marks, the maximum mark for Continuous Internal Assessment is fixed as 60 marks and the End Semester Examination carries 40 marks. The maximum marks for Continuous Internal Assessment shall be 60 marks in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and records to be maintained. There shall be at least one midterm test. The criteria for arriving at the Continuous Internal Assessment marks of 60 is as follows: For successful completion of all the prescribed experiments done in the Laboratory 75% of marks shall be awarded and 25% marks shall be awarded for the model test, as shown in Table 5. The total marks earned by the student in continuous assessments shall be converted into a maximum of 60 marks and rounded to the nearest integer.

Evaluation of Laboratory Observation, Record	Model Test	Total
75	25	100

12.3 B.E./B.Tech. Theory Courses with Laboratory Component

The theory part and laboratory part are separately assessed as per the procedure given in 12.1 and 12.2 respectively. For theory cum laboratory courses the weightage of continuous internal 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 6.

Table 6 Weightage of continuous internal assessment and end semester examination of B.E./B.Tech./B.Des. theory cum laboratory courses							
L	T	P	C	Continuous Assessment		End Semester Examination (50%)	
				Theory (Total 25%)	Laboratory (Total 25%)		
1	0	2	2	Test 2		Laboratory only (50%)	
1	0	4	3	Test 2		Laboratory only (50%)	
2	0	2	3	Test 1	Test 2	Theory (25%) Laboratory (25%)	
3	0	2	4	Test 1	Test 2	Theory (35%) Laboratory (15%)	
2	0	4	4	Test 1	Test 2	Theory (15%) and Laboratory (35%)	

12.4 B.E./B.Tech. Capstone Project/Industry Practice

12.4.1 Capstone Project

For Capstone Project out of 100 marks, the maximum marks for Continuous Internal Assessment is fixed as 60 and the End Semester Examination (project report evaluation and viva-voce examination) carries 40 marks.

- Capstone Project shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree or (ii) Ph.D. degree.
- Capstone Project carried out in industry/academic/research institutions shall be jointly supervised by a supervisor of the department and an expert as a joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Head of the Institution and suitable record of the meetings shall be maintained.
- The Head of the Department shall constitute a review committee for Capstone Project for each programme with the approval of Head of Institution. The review committee consists of supervisor, an expert from the Department and a project coordinator from the Department. If the project coordinator/expert member happens to be the supervisor, then an alternate member shall be nominated. In the case of Industrial Project, the review committee shall have the supervisor, the coordinator from industry and the project coordinator from the Department.
- There shall be three reviews (100 marks each) during the VIII semester by the review committee. The student shall submit a report and make presentation on the progress made by him/ her before the committee. The total marks obtained in the three reviews shall be reduced for 60 marks and rounded to the nearest integer.

Table 7 Continuous Internal Assessment and End-Semester Examinations Marks for B.E./B.Tech. Capstone Project						
Continuous Internal Examination			End Semester Examination			
Review I	Review II	Review III	Project Report		Viva Voce Exam	
			Supervisor	External	Internal	External
10	20	30	10	10	10	10

- The project report shall carry a maximum of 20 marks. The project report shall be submitted as per the approved guidelines as given by the Institution. Same marks shall be awarded to every student within the project group for the project report. The viva-voce examination shall carry 20 marks. Marks are awarded to each student of

the project group is based on the individual performance in the viva- voce examination. Continuous Internal Assessment and End-Semester Examinations Marks for Capstone Project is given in Table 7.

- (vi) 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 Capstone Project and the student shall re-register for the same in the subsequent semester.

12.4.2 Industry Practice

- (i) The Viva-Voce examination for semester long industrial practice or internship shall be based on the report submitted by the student with regard to the work carried out in the industrial practice or internship. The students have to produce attendance certificate at the time of reviews. The report shall be certified by mentor from industry, supervisor and HoD.
- (ii) Projects/internship undertaken externally should have an internal guide and an external guide. Both guides are expected to interact regularly monitoring the progress of the student. For the reviews the external guide should be present atleast in online mode to assess and award marks to the student. In the beginning of the project, the internal guide should ensure that the work to be carried out is upto the standard as well as not attracting any IPR issues with the external organization so that the work could be published. The reviews may be conducted in online mode, if the student cannot travel to Institution to attend the reviews and this shall be approved by HoD and such reviews have to be recorded. However, the end semester examination has to be conducted in physical mode with the mentor from company present physically or through online.
- (iii) The scheme of Continuous Internal Assessment and End Semester Examination is same as 12.4.1.

12.5 Employability Enhancement Courses

- Theory Courses:** The Continuous Internal Assessment of theory courses; Entrepreneurship and Leadership and Team Management under the category of EEC shall be as per 12.1.
- Mini Project:** The Mini project course also includes Creative and Innovative Project, Design and Fabrication Project, and Social Relevant Project etc., under the category of EEC. For mini project course, the mark distribution in Continuous Internal Assessment and End Semester Examinations are 60% and 40% respectively. The assessment of mini project is given in Table 8.

Table 8 Continuous Internal Assessment and End-Semester Examinations Marks for B.E./B.Tech. Mini Project						
Continuous Internal Examination			End Semester Examination			
Mini Project Review			Project Report		Viva Voce Exam	
I	II	III	Supervisor	External	Internal	External
10	20	30	10	10	10	10

- Internship:** The Industrial / Practical Training, Survey Camp, Internship, shall carry 100 marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical Training, Survey Camp, Internship, the student shall submit an attendance certificate from the organization where he / she has undergone training and a brief report. The evaluation will be made based on this report, presentation and a viva-voce Examination as given in Table 9, conducted internally by a three member Departmental Committee constituted by the HoD with the approval of Head of the Institution consisting of the course coordinator and two experts from the Department. The committee shall decide the rubrics for the presentation of the examination. The certificates (issued by the organization) submitted by the students shall be attached to the mark list sent to the Controller of Examinations for processing the result.

Table 9 Assessment of Industrial / Practical Training, Survey Camp, Internship			
Report	Presentation	Viva Voce	Total
40	40	20	100

4. Employability Enhancement Laboratory Courses

- a. The assessment for Professional Development and Soft Skill and Personality Development courses under the category of EEC is purely internal only. Every student has to complete the exercises given by the course coordinator during the semester. The average of assessment of all the exercises will carry 75 mark and the viva voce will carry 25 marks (Table 10). The assessment committee consists of the course coordinator and an expert nominated by Head of the Department with the approval of Head of the Institution will carry out the assessment. The marks obtained by every student with the signature of assessment committee members and Head of the Department should be submitted to Controller of Examinations for processing the result.

Table 10 Assessment for Professional Development and Soft Skill and Personality Development courses		
Assessment of the exercise in the laboratory course	Viva Voce	Total
75	25	100

- b. The assessment of Design Thinking and Innovation course under the category EEC is purely internal only. A five-level design thinking model may be used by the course teacher like empathise, define, ideate, prototype and Test. The student may be trained to submit assignment/report/prototype in each level. The assessment of all the exercises will carry 75 marks and the viva voce will carry 25 marks (Table 11). The assessment committee consists of the course coordinator and an expert nominated by Head of the Department with the approval of Head of the Institution will carry out the assessment. The marks obtained by every student with the signature of assessment committee members and Head of the Department should be submitted to Controller of Examinations for processing the result.

Table 11 Assessment of Design Thinking and Innovation course		
Assessment of the assignment /report/prototype	Viva Voce	Total
75	25	100

5. **Employability Enhancement Aptitude Courses:** The assessment for Aptitude and Reasoning courses under the category of EEC is purely internal only. Every student has to complete the exercises given by the course coordinator during the semester. Two assessment tests will be conducted during the semester, one at the middle of the semester and another at the end of the semester by the course coordinator. The duration of assessment test is one hour. The assessment tests will contain questions from State/National level/Corporate level objective questions under various categories. The assessment committee consists of the course coordinator and an expert nominated by Head of the Department with the approval of Head of the Institution will carry out the assessment. The marks obtained by every student with the signature of assessment committee members and Head of the Department should be submitted to Controller of Examinations for processing the result.

Table 12 Assessment for Aptitude Essential and Aptitude Proficient courses		
Assessment I	Assessment II	Average
100	100	100

12.6 B.Des. Theory Courses

Continuous Internal Assessment for B.Des. Programme: Two assessments each carrying 100 marks shall be made during the semester. One of the assessments will be a written test. The other assessment will be assignment of any mode such as study, seminar, etc., or a combination of modes. The total marks obtained in both assessments put together out of 200 as given in Table 13, shall be proportionately reduced for 40 marks and rounded to the nearest integer (This also implies equal weightage to both the assessments).

Table 13 Weightage of Marks for Continuous Internal Assessment of B.Des. Theory Courses		
Written Test based Assessment (Best of two Assessment Tests)	Assignment like study, seminar, etc	Total Internal Assessment
100	100	200

12.7 B.Des. Studio Courses: Three assessments each carrying 100 marks shall be made during the semester. Each assessment shall incorporate continuous marking of the work and performance during the particular assessment period. The total marks obtained in the three assessments put together out of 300 as given in Table 14, shall be proportionately reduced for 60 marks and rounded to the nearest integer (This also implies equal weightage to all three assessments).

Table 14 Weightage of Marks for Continuous Internal Assessment of B.Des. Studio Courses			
Assessment I	Assessment II	Assessment III	Total
100	100	100	300

12.8 B.Des. Theory Course with Studio Component: The assessment of the course is based on continuous internal assessment and end semester examination with a weightage of 50 marks each. The assessment includes written test and continuous marking of the work and performance during the particular assessment period such as drawings, models, study, seminar, etc., The continuous internal assessment and end semester marks are given in the Table 15.

Table 15 Weightage of continuous internal assessment and end semester examination of B.Des. Theory cum Studio courses						
L	T	S	C	Continuous Assessment		End Semester Examination (50%)
				Theory (Total 25%)	Studio (Total 25%)	
1	0	3	4	Test 2	Average of activity-based assessment	Studio only (50%)

12.9 B.Des. Employability Enhancement Courses**12.9.1 Industry Training**

Every student shall in the VII Semester undergo Practical Training in the office of an architect/designer or an organisation operating in an allied field of practice or research, duly approved by the institution, under mentorship of an architect/designer having experience of at least 5 years. Training in Foreign Country shall be done under the Registered Architect/Designer of that Country and to be approved and monitored by the Head of the Institution. Practical Training shall commence on the reopening day of the semester and conclude on the last working day of that semester as per the academic schedule of the Institution. Ideally every student is required to undertake the entire duration of Practical Training in the VII semester in a single office. However, under unforeseen circumstances, if the student wishes to change his/ her place of Practical Training, the student shall be allowed to do so only once provided the student satisfies a minimum of 30 days Practical Training in one of the offices. The assessment of Industry Training comprises of Continuous Internal Assessment and End Semester Examination of weightage 50% each as given in Table 16.

Continuous Internal Assessment: Three assessments each carrying 100 marks shall be made during the semester by the mentoring architect/designer of the office. Each assessment shall incorporate continuous marking of the regular work and performance in the office during the particular assessment period. The assessments will be collected and compiled by an Industry Training Coordinator (who will be an internal faculty member) for a batch of 30. The total marks obtained in the three assessments put together out of 300, shall be proportionately reduced for 50 marks and rounded to the nearest integer (This also implies equal weightage to all three assessments).

End Semester Examination: For Industry Training, the Viva Voce Examination for a batch of 30 will be conducted by a jury comprising of an External Examiner appointed by the Controller of Examinations and the Industry Training Coordinator of the batch with the weightage for each being 80%:20% of the marks for the examination respectively.

Continuous Internal Assessment			End Semester Examination		
Assessment I	Assessment II	Assessment III	Report	Viva Voce	
			External	Internal	External
15	15	20	20	10	20

12.9.2 Graduate Design Project

Every student has to submit Graduate Design Project proposals based on the syllabus for approval well before the commencement of the VIII Semester on a date specified by the Head of the Department. The assessment of Graduate Design Project comprises of Continuous Internal Assessment and End Semester Examination of weightage 50% each as given in Table 17.

Continuous Internal Assessment: Three assessments each carrying 100 marks shall be made during the semester by the Department. Each assessment shall incorporate continuous marking of the work and performance during the particular assessment period. This consists of regular discussions with the Project Supervisor and periodic reviews before a Project Review Committee. The Project Review Committee shall consist of the Project Coordinator, the Project Supervisor of the student and an External Member appointed by the Head of the Department. The marks obtained in the three

assessments shall be reduced for 50 marks with the proportion of 15:15:20 for the first, second and third assessment respectively.

End Semester Examination: For Graduate Design Project, the Viva Voce Examination for a batch of 30 will be conducted by a jury comprising of an External Examiner appointed by the Controller of Examination, the Project Supervisor and an Internal Examiner with the weightage for each being 80%:10%:10% of the marks for the examination respectively.

Continuous Internal Assessment			End Semester Examination			
Review I	Review II	Review III	Project Report	Viva Voce		
			External	Supervisor	Internal	External
15	15	20	20	5	5	20

12.9.3 Portfolio Design under the category of Employability Enhancement Courses, is a theory course with studio component, the assessment of this course is as per clause 12.8.

12.10 External Examiners for End Semester Examinations: The requirement of external examiners for end semester examinations are given below.

For B.E./B.Tech. Courses: A regular faculty member working in a reputed institution with minimum 5 years of teaching experience.

For B.Des. Courses: A regular faculty member working in a reputed institution with minimum 5 years of teaching experience. (or) A Professional designer/architect with 5 years of professional experience in the field of design.

12.11 ASSESSMENT FOR VALUE ADDED COURSES

The one / two credit course shall carry 100 marks and shall be evaluated through **continuous assessments only**. Two Assessments as per the clause 12.1 or 12.2 or 12.3 shall be conducted by the Department concerned. The total marks obtained in the assessments shall be reduced to 100 marks and rounded to the nearest integer. A committee consisting of the Head of the Department, staff handling the course and a senior faculty member nominated by the Head of the Institution shall do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

12.12 ASSESSMENT FOR ONLINE COURSES

- Students may be permitted to credit online courses (which are provided with certificate and grade or mark), subject to a maximum of 9 credits. The successful completion of these courses shall be considered in lieu of courses of curriculum as approved by Head of the Institution based on the recommendation of the committee constituted by the Institution. The committee consists of the Head of Department of the student, subject expert and Head of other Engineering department. The committee will verify the syllabus, mode of conduct and assessment of the online course and recommend the equivalent courses to be dropped from the curriculum.
- NPTEL SWAYAM Courses:** Students are permitted to optionally enroll and study the courses through SWAYAM - NPTEL platforms and credit transfer is to be done based on the marks and certificate provided by the NPTEL. The number of credits and transfer of credits are based on the procedure explained in Table 19 and the mapping mark into grades explained in Table 20 below.

Table 19 Duration of courses and no. of credits for NPTEL Courses	
No of weeks	No of credits
4	1
8	2
12	3
16	4

Table 20 Mapping of Marks scored in NPTEL course and Credits earned						
Letter Grade	O	A+	A	B+	B	C
Mark earned	90 to 100	80 to 89	70 to 79	60 to 69	50 to 59	40 to 49

3. Students are permitted to optionally enroll and study the courses in physical / hybrid / online modes offered by reputed Central / State funded Universities / Institutions and also conducting examination towards award of marks and grades.
4. Students are also permitted to enroll and undergo such courses in Online mode at Universities abroad. The students can enroll for the courses with the approval of the Head of the institution only if the course is offered by Institution/University or through recognised edutech platforms.
5. Students are also permitted to study courses of a particular semester in a University / Institution abroad based on MoU. A learning agreement shall be evolved to map all the courses offered in the programme and the courses offered in University abroad as per the procedure outlined by the Institution. The credits earned by the students in the University abroad shall be transferred as per the learning agreement.
6. Students are also permitted to enroll and study the courses in physical/hybrid mode (not less than 50% in physical mode) that are offered by reputed companies (Manufacturing or software) and the reputed companies involved in the knowledge transferring company is a spinoff from an Engineering/Technology practicing Industry and sharing the work experience of the respective industry. The academic content and delivery shall be in consonance with Institution academic standard and norms. Such a course shall be offered through MoU between the Industry and Institution. The design of the courses with regard to the syllabus content, duration of each course and number of credits offered for each course shall be discussed and recommended by the Institution. For each course, a course coordinator shall be nominated from the department who shall also attend such course and shall coordinate the question paper setting and answer script evaluation with the course instructor from research institution/laboratory/industry for continuous assessment and end semester examination conducted by the Institution. The passing requirement is as per regulation
7. The marks/credits earned by the student shall be transferred based on the decision of a committee constituted by the Institution.

12.13 Internal marks approved by the Head of the Institution shall be displayed in Notice Board and forwarded to Controller of Examinations by the respective HoDs within 5 days from the last working day.

12.14 Attendance Record

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 (topic 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/her signature and date after due verification. At the end of the semester, the record should be verified by the Dean Academic who will keep this document in safe custody (for five years). The Audit Team constituted by Internal Quality Assurance Cell may verify the records of attendance and assessment of both current and previous semesters.

12.15 Conduct of Academic Audit

In order to ensure the quality of Internal Assessment and Attendance Record, Academic Audit is to be done for every course taught during the semester by the Internal Quality Assurance Cell. For the internal assessments conducted for each course as per details provided in Clause 12, the academic records shall be maintained in the form of documentation for the individual assignments / case study report / report of mini project submitted by each student and assessment test question paper with answers and scheme of evaluation and answer script. Report of industrial training / internship shall also be maintained, if applicable. For laboratory courses students' record shall be maintained. Further, the attendance of all students shall be maintained as a record. The Internal Quality Assurance Cell shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with an external course expert as one of the members drawn from a Technical institution of repute near the Institute.

13.0 REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS

A student shall normally be permitted to appear for the End Semester Examinations for all the courses registered in the current semester (vide clause 6) if he/she has satisfied the semester completion requirements (as per clause 7).

Further, examination registration by a student is mandatory for all the courses in the current semester and all arrear(s) course(s) for the End Semester examinations failing which, the student will not be permitted to move to the higher semester.

A student who has already appeared for any course in a semester and passed the examination is not entitled to reappear in the same subject for improvement of grades.

14.0 PASSING REQUIREMENTS**14.1 Theory Courses, Laboratory Courses and Theory cum Laboratory Courses:**

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

14.2 If a student fails to secure a pass in a theory course/ laboratory course (except electives), the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1,

then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the End Semester Examinations alone

- 14.3** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the End Semester Examinations alone.

If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 7 and appear for the end semester examination.

- 14.4** If a student is absent during the viva - voce examination, it would be considered as fail. If a student fails to secure a pass in Project Work, **the student shall register** for the course again in the subsequent semester and can do Project Work.

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

- 14.6** **Publication of result:** The results will be published within 15 days of last theory/practical examination in the semester.

- 14.7** A student can apply for revaluation of the student's semester examination answer paper in a theory course, as per the guidelines of the Controller of Examinations on payment of a prescribed fee along with prescribed application to the Controller of Examinations through the Head of the Department. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Department. Revaluation is not permitted for laboratory course and EEC courses.

15.0 AWARD OF LETTER GRADES

15.1 15.1.1 Relative Grading

The award of letter grades will be decided using relative grading principle. The performance of a student will be reported using letter grades, each carrying certain points as detailed in Table 21 below:

Table 21 Letter grades and grade points		
Letter Grade	Description	Grade Points*
O	Outstanding	10
A +	Excellent	9
A	Very Good	8
B +	Good	7
B	Average	6
C	Satisfactory	5
U	Re-appearance	0
SA	Shortage of Attendance	0
W	Withdrawal	0

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

“SA” denotes shortage of attendance (as per clause 7.3) 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.

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

If the grade “U” is given to Theory Courses/ Laboratory Courses it is not required to satisfy the attendance requirements (vide clause 7), but has to appear for the end semester examination and fulfil the norms specified in clause 14 to earn a pass in the respective courses.

If the grade “U” is given to EEC course (except Project Work), which are evaluated only through internal assessment, the student shall register for the course again in the subsequent semester, fulfil the norms as specified in clause 14 to earn pass in the course. However, attendance requirement need not be satisfied.

15.1.2 Absolute Grading

- In all the courses, if the number of students who have passed the course is less than or equal to 30 then absolute grading shall be followed with the grade range as specified in the Table 22.
- For the Project Work / Internship and Laboratory Courses, absolute grading procedure shall be followed as given in the Table 22 below irrespective of the number of students who have passed the course.

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

- 15.2** For the Co-curricular activities such as National Cadet Corps (NCC)/ National Service Scheme (NSS) / NSO / YRC / Science club / Literary Club/ Fine Arts Club, a ‘completed’ remark will appear in the Grade Sheet on successful completion of the same. Every student shall put in a minimum of 75% attendance in the training and attend the camp or events of the clubs compulsorily. The training and camp or club events shall be completed during the first year of the programme. However, for valid reasons, the Head of the Institution may permit a student to complete this requirement in the subsequent years.

Successful completion of any one of the above co-curricular activities is compulsory for the award of degree.

- 15.3** The grades O, A+, A, B+, B, C obtained for the one/two credit course (not the part of curriculum) shall figure in the Grade Sheet under the title ‘**Value Added Courses/Internship/Industrial training**’. The courses for which the grades obtained are U, SA **will not figure in the Grade Sheet.**

- 15.4** For the students who complete the Mandatory Course satisfying attendance requirement, the title of the Mandatory Course will be mentioned in the Grade Sheet.

15.5 GRADE SHEET

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

- The College Name and Affiliated University.
- The list of courses registered during the semester and the grade scored.
- List of courses studied for Hons., Minor and any other additional courses in which the student has passed with the grades under the title additional courses.
- 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 acquired for courses and the corresponding points to the sum of the number of credits assigned for the courses in the semester. CGPA will be calculated in a similar manner, considering all the courses registered from first semester. U grades will be excluded for calculating GPA and CGPA.

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

where C_i is the number of Credits assigned to the course

GP_i is the 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.

15.5.1 If a student study more number of professional and open electives than required as per the student's programme curriculum, the calculation of final CGPA shall be as per 4.10.6 and 4.10.7.

15.5.2 If a student successfully completes all the requirements of the programme and also meets the requirements of B.E. / B. Tech. (Hons) or B.E. / B. Tech. Minor but desires not to opt for the additional qualification, then he/she has to submit a declaration with regard to the same 30 days before the completion of semester VIII.

15.5.3 In the consolidated grade sheet the CGPA earned shall be converted into percentage of marks as follows:

$$\text{Percentage of Marks} = \text{CGPA} \times 10.$$

16.0 ELIGIBILITY FOR THE AWARD OF THE DEGREE

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

- Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.
- Successfully completed the course requirements, appeared for the End Semester Examinations and passed all the subjects within the period as prescribed in clause 5.1.
- Successfully passed any additional courses prescribed by the Institution whenever the student is readmitted under Regulations R-2024 from the earlier Regulations.
- Successfully completed the NCC / NSS / NSO / YRC / Science Club / Literature Club / Fine Arts Club requirements.
- No disciplinary action pending against the student.
- The award of Degree must have been approved by the Syndicate of the Anna University, Chennai.

16.2 CLASSIFICATION OF THE DEGREE AWARDED

16.2.1 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 eight semesters (six semesters in the case of Lateral Entry) in the student's First Appearance within five years (four years in the case of Lateral Entry). Withdrawal from examination (vide Clause 17) will not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50.

- (iii) One year authorized break of study (if availed of) is included in the five years (four years in the case of lateral entry) for award of First class with Distinction.
- (iv) Should NOT have been prevented from writing end semester examination due to lack of attendance in any semester.

The details are given in Table 23

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

- (i) Should have passed the examination in all the courses of all eight semesters (six semesters in the case of Lateral Entry) within five years. (four years in the case of Lateral Entry).
- (ii) One year authorized break of study (if availed of) or prevention from writing the End Semester examination due to lack of attendance (if applicable) is included in the duration of five years (four years in the case of lateral entry) for award of First class.
- (iii) Should have secured a CGPA of not less than 6.50.

The details are given in Table 24

16.2.3 SECOND CLASS: Students who pursue B.E./B.Tech./B.Des. in Regular mode or lateral entry mode or B.E./B.Tech. minor in specialisation of another discipline and who are not covered in clauses 16.2.1 and 16.2.2 and who qualify for the award of the degree (vide Clause 16.1) shall be declared to have passed the examination in **Second Class**.

16.2.4 A student who is absent in the End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 15) for the purpose of classification.

16.2.5 Student earned additional 18 credits as per Clause 4.10 (i) and (ii) but does not satisfy the conditions mentioned in 16.2.1 or 16.2.2 shall not be awarded B.E./B.Tech.(Hons.). In such case if the student becomes eligible for First Class, while computing CGPA with the Professional Elective / Open Elective courses with higher grades the student shall be awarded B.E. / B.Tech. in First Class only.

16.3 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 for the purpose of classification. (subject to clause 17).

16.4 Photocopy / Revaluation: A student can apply for photocopy of his/her semester examination answer paper in a theory course, as per the guidelines of the Controller of Examinations, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Institutions. The answer script is to be valued and justified by a faculty member, who has handled the subject and recommend for revaluation with the breakup of marks for each question. Based on the recommendation, the student can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Department. Revaluation is not permitted for practical courses and EEC courses. A student can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

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

17.0 PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION

- 17.1** A student may, for valid reasons, (medically unfit/unexpected family situations / Sports approved by the Head of the Institution 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 Controller of Examinations through the Head of the Institutions with required documents.
- 17.2** Withdrawal application is valid if the student is otherwise eligible to write the examination (Clause 7) and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations. For a student to withdraw from a course / course, he/she should have registered for the course, fulfilled the attendance requirements (vide clause 7) and earned continuous assessment marks. Notwithstanding the requirement of mandatory 10 days, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.
- 17.3** In case of withdrawal from a course(s), the course(s) will figure both in the Grade Sheet as well as in the Result Sheet. However, withdrawal shall not be considered as an appearance for the eligibility of a student for First Class with Distinction.
- 17.4** If a student withdraws from writing end semester examinations for a course or courses, he/she shall register for the same in the subsequent semester and write the end semester examination(s).
- 17.5** If a student applies for withdrawal from Project Work, he/she will be permitted for the withdrawal only if the student has submitted the project report before the deadline. However, the student may appear for the viva-voce examination within 60 days after the declaration of results for Project Work and the same shall not be considered as reappearance.
- 17.6** Withdrawal is permitted for the end semester examinations in the final semester, as per clause 17.2.

18.0 PROVISION FOR AUTHORISED BREAK OF STUDY

- 18.1** A student is permitted to go on authorised break of study for a maximum period of one year as a single spell with the approval of Head of the Institution.
- 18.2** Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to re-join the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Head of the Institution 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 Department stating the reasons and the probable date of re-joining the programme.
- 18.3** The student permitted to re-join 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 re-joining. The students re-joining in new Regulations shall register for additional courses, if any, as notified by the Dean Academic under change of Regulations. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force.

- 18.4** The authorized break of study is included in the duration specified for passing all the courses for the purpose of classification (vide Clause 16.2).
- 18.5** The total period for completion of the Programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 18.6** If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 18.1).
- 18.7** If a student in Full Time mode wants to take up a job/ start-up / entrepreneurship during the period of study he/she shall apply for authorised break of study for one year. The student shall join the job / start-up / entrepreneurship only after getting approval of the same by Head of the Institution with due proof to that effect.
- 18.8** No fee is applicable to students during the Break of Study period.
- 19.0 DISCIPLINE**
- 19.1** Every student is required to observe disciplined and decorous behaviour both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the College. The Head of the Institution shall constitute a disciplinary committee to enquire into acts of indiscipline and report about the disciplinary action recommended for approval.
- 19.2** If a student indulges in malpractice in any of the Continuous Internal Examination/ End Semester Examination, he / she shall be liable for punitive action as prescribed by the Controller of Examination from time to time.
- 20.0 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 with the approval of the Governing Council.
- 21.0 SPECIAL CASES**
In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The Standing Committee will offer suitable interpretations/clarifications/amendments required for special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council is final.

Table 23 Classification for the award of the B.E/ B. Tech. degree in First class with Distinction

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

Table 24 Classification for the award of the B.E/ B. Tech. degree in First class

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