

SONA COLLEGE OF TECHNOLOGY, SALEM-636 005
AUTONOMOUS COLLEGE UNDER ANNA UNIVERSITY, CHENNAI
REGULATIONS FOR M.E. / M.TECH DEGREE PROGRAMME 2014 AND ONWARDS

These regulations are applicable to all the students admitted into M.E./M.Tech programme from the academic session 2014 - 2015 onwards.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

1.1 The regulations hereunder are subject to amendments as may be made by the Academic Council (AC) of the College from time to time, keeping the recommendations of the Board of Studies in view. Any or all such amendments will be effective from the date of amendment and will be applicable to the batches of students who are admitted to the programmes during the year in which amendments are made. They might be applicable even to those who are already undergoing the programmes, as may be decided by the AC.

1.2 DEFINITIONS

- i. "Academic Autonomy" means autonomy granted by the University Grants Commission (UGC) and Anna University, to Sona College of Technology in all aspects of conducting its academic programmes for promoting excellence;
- ii. "Autonomous College" means a College notified as an autonomous college by the University, as per the Anna University Autonomous College Statute;
- iii. "Commission" means University Grants Commission;
- iv. "Council" means All India Council for Technical Education;
- v. "Statute" means Anna University Autonomous College Statute;
- vi. "University" means Anna University, Chennai;
- vii. "College" means Sona College of Technology, Salem;
- viii. "Programme" means Degree Programme, that is, M.E. /M.Tech Degree Programme;
- ix. "Branch" means specialization in a programme like M.E. Degree Programme in Computer Science and Engineering and M.Tech. Degree Programme in Information Technology, etc;

- x. “Course” means a subject either theory or practical identified by its course title and number, and which is normally studied in a semester, for example, Applied Mathematics (P14PSE101) and Mathematical Foundations on Computer Science (P14MIT106), etc.

2. ADMISSION

- 2.1 Students seeking admission to the first semester of M.E. / M.Tech degree programme will be required to satisfy the conditions of admission prescribed by Anna University, Chennai and Government of Tamilnadu at the time of admission and are prescribed in Table-1.

Table – 1. Eligibility Criteria

| | |
|-------------|--|
| Eligibility | A pass in the respective Engineering Bachelor’s Degree or equivalent from a recognized university as specified under qualification for admission as per the Tamil Nadu Common Admission (TANCA) criteria. Those who are awaiting for their degree examinations results may also apply. |
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3. ACADEMIC PROGRAMME

3.1 Nomenclatures of Programme

The nomenclature and the abbreviations given below shall continue to be used for the degree programme under the University, as required by the Council and the Commission:

Master of Engineering (M.E.)
Master of Technology (M.Tech)

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

3.2 Master of Engineering (M.E. /M.Tech) Degree Programmes Offered

3.2.1 Programmes offered in the Faculty of Mechanical Engineering

- i. M.E. (Engineering Design) Full-Time
- ii. M.E. (Product Design and Development) Full-Time
- iii. M.E. (Engineering Design) Part-Time
- iv. M.E. (Product Design and Development) Part -Time

3.2.2 Programmes offered in the Faculty of Electrical Engineering

- i. M.E. (Power Systems Engineering) Full-Time
- ii. M.E. (Power Electronics and Drives) Full-Time
- iii. M.E. (Power Systems Engineering) Part-Time
- iv. M.E. (Power Electronics and Drives) Part-Time

3.2.3 Programmes offered in the Faculty of Electronics and Communication Engineering

- i. M.E. (Communication Systems) Full-Time
- ii. M.E. (VLSI Design) Full-Time
- iii. M.E. (Communication Systems) Part-Time
- iv. M.E. (VLSI Design) Part-Time

3.2.4 Programmes offered in the Faculty of Computer Science and Engineering

- i. M.E. (Computer Science and Engineering) Full-Time
- ii. M.E. (Software Engineering) Full-Time
- iii. M.E. (Computer Science and Engineering) Part-Time
- iv. M.E. (Software Engineering) Part-Time

3.2.5 Programmes offered in the Faculty of Civil Engineering

- i. M.E. (Structural Engineering) Full-Time
- ii. M.E. (Structural Engineering) Part-Time

3.2.6 Programmes offered in the Faculty of Information Technology

- i. M.Tech (Information Technology) Full-Time

4. STRUCTURE OF PROGRAMME

4.1 Every programme will have a curriculum and syllabi consisting of theory and practical courses, project work, etc., as given below:

- i. Core courses
- ii. Elective courses
- iii. Project work (Phase I and Phase II)

4.2 The curriculum will also include design projects / seminar presentations / practical courses / project internships, if any, related to the course. There shall be a certain minimum number of core courses and a sufficient number of elective courses that can be chosen by the student

from the list of elective courses confirmed by Board of Studies (BoS). The blend of different courses shall be so designed that the student, at the end of the programme, has been trained in his/her relevant professional field.

5. PROGRAMME DURATION

- 5.1** A student is ordinarily expected to complete the M.E. / M. Tech (Full Time) programme in 4 semesters (two academic years) and maximum of 8 Semesters. For Part Time, the student has to complete the programme in 6 semesters (3 academic years) and maximum of 12 semesters.
- 5.2** Each semester shall normally consist of 90 working days or 350 periods, each of 55 minutes duration.

6. CURRICULAR FRAMEWORK

6.1 GENERAL ISSUES

- 6.1.1** The framework upon which a curriculum is based is important, as it sets the right direction for a degree programme and takes into account the type and quantum of knowledge to be acquired by a student to qualify for a degree in his/her chosen branch of study.
- 6.1.2** Besides this, it also helps in assigning the credits for each course, sequencing the courses semester-wise and finally arriving at the total number of courses to be studied and the total number of credits to be earned by a student to fulfill the requirements for conferment of a degree.
- 6.1.3** The Curriculum and Syllabi of the M.E. / M. Tech Programme will be updated according to requirements and approval by the Academic Council (AC).

6.2 CREDIT STRUCTURE

Credits are assigned to courses on the following basis:

- i. One credit for each lecture period per week.
- ii. One credit for each tutorial period per week.
- iii. One credit for each seminar or practical course of two periods per week or part thereof. (Two credits for each practical course of three periods per week)
- iv. Twenty credits for the project work of which five credits for phase-I and fifteen credits for phase-II.

- 6.2.1** The curriculum of the M.E. /M.Tech degree shall be designed to have a total of 70-80 credits for the award of the M.E. / M.Tech degree.

7. CLASS COUNSELLORS (CC)

- 7.1** Each class of students has a Class Counselor (CC) who is a regular faculty member of the department. The Head of the Department (HOD) / Dean will appoint CCs for the respective classes. The CCs will hold the responsibility for two years of the same batch of students until the completion of the programme. The CCs will maintain all records of the class of students assigned to them and generally counsel them on maintaining good attendance, discipline and academic performance.

8. CLASS COMMITTEE (CCM)

- 8.1** Each class shall have a Class Committee which is constituted by Chairperson not teaching the classes, Class Counselors, faculty members teaching the courses for that class, and student representatives. It is formed with the overall goal of improving the teaching-learning process. The functions of the Class Committee include

- 8.1.1** solving problems experienced by students in the class room and in the laboratories;
- 8.1.2** clarifying the regulations of the degree programme and the details of rules therein;
- 8.1.3** informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment;
- 8.1.4** informing the student representatives the details of regulations regarding Weightage used for each assessment. In the case of practical courses 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;
- 8.1.5** analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any
- 8.1.6** identifying slow learners, if any, and requesting the teachers concerned to provide some additional help or guidance coaching to such slow learning students.

- 8.2** The Class Committee for a class under a particular branch is normally constituted by the HOD/Dean.
- 8.3** The Class Committee shall be constituted within the first week of each semester.
- 8.4** At least 2 student representatives (usually 1 boy and 1 girl) shall be included in the Class Committee.
- 8.5** The Chairperson of the Class Committee shall invite the CCs and the HOD/Dean to the meeting of the Class Committee.
- 8.6** The Chairperson is required to prepare the minutes of every meeting, submit the same to Principal/HOD/Dean 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 support and action by the Management, the same shall be brought to the notice of the Management by the Principal.
- 8.7** Two subsequent meetings may be held in a semester at suitable intervals. During these meetings, the student members representing the entire class shall meaningfully express the opinions and suggestions of the other students of their class to improve the effectiveness of the teaching-learning process.

9. COURSE COMMITTEE FOR COMMON COURSES

- 9.1** 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 Course Coordinator. The nomination of the Course Coordinator shall be made by the HOD/Dean/Principal depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The 'Course Committee' shall meet as often as necessary and ensure uniform evaluation of the tests through a common evaluation scheme. Wherever it is feasible, the Course Committee may also prepare a common question paper for the test(s).

10. ATTENDANCE REQUIREMENTS FOR COMPLETION OF A SEMESTER

- 10.1** A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester:
 - 10.1.1** He/she has to his/her credit not less than 75% overall attendance in the current semester. Those students who have secured less than 75% are not eligible to appear for the current Semester End

Examinations and not permitted to go to the next higher Semester. They are required to repeat the incomplete Semester in the next academic year.

10.1.2 However, those students who have secured attendance 65% and above and less than 75% and their shortage is due to medical reasons or for their participation in College/ University/ State/ National/ International level sports events are eligible to appear for the current Semester End Examinations with prior permission from the Principal and will be allowed to proceed to the next higher Semester. If the same set of students request for exemption of 10% in attendance in every semester, such cases should be reviewed and permitted only based on the discretion of the concerned Head of the Department / Dean and Principal.

11. QUESTION PAPERS

11.1 CIE based Testing: For achieving enhanced knowledge and innovative practice in a course, all students have to undergo Continuous Internal Evaluation (CIE) based testing periodically in every semester as per the Academic Schedule. In these CIE Tests, Question Paper is used as the primary key to evaluate the performance of students. This makes it necessary for the CIE question papers to fulfill the following requirements:

- i. have clear and complete instructions to the students;
- ii. be unambiguous and free from any defects/errors;
- iii. emphasize knowledge testing, problem solving and quantitative methods;
- iv. contain adequate data/other information on the problems assigned; and,
- v. cover all sections of the course syllabus uniformly.

11.2 Question Paper Planning: The above requirements make it necessary for a CIE question paper to cover the specific units in a course, with a provision for the students to answer questions from that particular unit. This factor shall be taken note of by the concerned faculty members setting the question papers while planning for the same.

Besides, it is also necessary for the course syllabi to have well-defined course objectives, be adequate to recent technology and be properly unitized (or modularized) enabling the setting of good quality question papers.

11.3 Typical Question Paper: The questions to be included in the CIE and Semester End Examinations (SEE) question papers shall be based on Bloom’s Taxonomy and set in two modes as explained below:

- The internal faculty members teaching that particular course shall set the CIE question papers and
- The internal faculty members / external faculty members shall set the SEE question papers.

In both modes, the faculty members should be well trained to set the question papers according to six levels of Bloom’s Taxonomy especially at the higher-levels like application, analysis, synthesis and evaluation.

11.3.1 Short answer questions with each question to be answered in one or two sentences. These questions are useful in the testing of knowledge, skills, comprehension, application, analysis, synthesis, evaluation and understanding of the students.

11.3.2 Comprehensive questions having all questions of the regular type to be answered in detail; Such questions would be useful in testing the overall achievement and maturity of the students in a subject through long-answer questions relating to theoretical/practical knowledge, problem solving, application and quantitative evaluation.

12. ASSESSMENT PROCEDURE – TESTS AND EXAMINATIONS

12.1 For each theory course, the assessment pattern shall be as illustrated in Table 2:

Table – 2: Assessment Pattern for Theory Courses

| S. No. | Assessment | Marks/ Duration | Weightage |
|--------|--|-----------------|---|
| 1. | CIE Test – I | 50 (1.5 hrs) | The three CIE tests will each be reduced to be out of 10 marks with a total of 30 marks |
| 2. | CIE Test – II | 50 (1.5 hrs) | |
| 3. | CIE Test – III | 50 (1.5 hrs) | |
| 4. | Seminar / Mini Project | 10 | 10 |
| 5. | Assignment / Problem-solving / Design projects | 10 | 10 |
| 7. | SEE | 100 (3 hrs) | 50 |

12.1.1 A final retest shall be conducted for any one course in which the students did not appear due to Medical leave / Co-curricular and Extra-curricular activities / any other special permission authorized by the Principal. Those students who have to improve their marks on any of the courses are also permitted to attend the Retest with prior permission from the concerned head of the department.

12.2 In each practical course, the assessment pattern will be as follows:

Table – 3: Assessment Pattern for Practical Courses

| Assessment | Marks |
|-------------------|--------------|
| CIE | 60 |
| SEE | 40 |

12.2.1 The CIE assessment for practical courses the follows the pattern given in Table 5.

Table -4: CIE assessment for practical courses

| S.No | Assessment Method | Marks |
|-------------|---------------------------|--------------|
| 1. | CIE Test – I | 20 |
| 2. | Quiz – I | 5 |
| 3. | CIE Test – II | 20 |
| 4. | Quiz – II | 5 |
| 5. | Real Time Problem Solving | 10 |
| Total | | 60 |

12.2.2 The SEE assessment for practical courses will be based on supervision of students’ work, their performance in viva-voce examinations and group discussions, the quality of their work as prescribed through laboratory manual and an SEE that requires the student to perform an experiment and submit its results.

12.3 PROJECT WORK

- 12.3.1** The project work for M.E. / M.Tech programme consists of two phases namely Phase-I and Phase-II. Phase-I is to be undertaken during III semester and Phase-II which is a continuation of Phase-I is to be undertaken during IV semester. The project work of phase-II shall be carried out for a period of minimum sixteen weeks during the IV semester.
- 12.3.2** In the case of a project work (for both Phase-I and Phase-II), a committee consisting of the Project Coordinator (appointed by the HOD/Dean), Supervisor and one senior faculty member from the respective department will carry out the continuous assessment based on at least three reviews. In case the Project Coordinator or the HOD/Dean happens to be the guide of the students, the HOD/Dean will nominate another faculty to carry out the continuous assessment for those students.
- 12.3.3** A student may, however, in certain cases, be permitted to work on industry/research organization based project on the recommendations of HOD/Dean. In such cases, the project work shall be jointly supervised by the supervisor of the student and an external guide from the respective industry/research organization where the student is enrolled for the project. The expert member who acts as supervisor from industry/research organization must hold atleast a PG degree with the relevant specialization. The student is required to meet the supervisor periodically in the department and to attend the review meetings compulsorily for evaluating the progress.
- 12.3.4** The last date for submission of final project report is 30 calendar days from the last working day of the semester in which the project/thesis/dissertation is done. However, the Phase-I of the Project work shall be submitted within a maximum period of 15 calendar days from the last working day of III semester as per the academic schedule published by the college.
- 12.3.5** There will be a maximum of 600 marks and shall have minimum 18 credits for the entire Project. Phase – I shall have 5 credits and Phase – II shall have 15 credits. If a student presents his project paper in any of refereed journal / IEEE conferences, 3 credits shall be given during Phase – II viva-voce examination for his contribution.

12.3.6 The evaluation of project work for Phase- I and Phase – II shall be done independently in the respective semester. Project work of Phase – I shall be evaluated for a maximum of 240 marks of which 120 marks will be through internal assessment. Project work of phase – II shall be evaluated for a maximum of 360 marks of which 180 marks will be through internal assessments. There will be 3 continuous Internal Evaluation Reviews for Project Phase – I and 4 continuous Internal Evaluation Reviews for Project phase – II.

12.3.7 The evaluation of Phase-I and Phase-II of the project work will be based on the project report submitted in III and IV semesters respectively. A viva-voce examination will be conducted as SEE for the project work by a team consisting of the Project guide/Supervisor, a common internal examiner (appointed by HOD/Dean) and a common external examiner (appointed by HOD/Dean/Controller of Examinations (COE)).

12.3.8 If the student fails to obtain 50% of the internal assessment marks in Phase-I and Phase-II and in the final project, he/she will not be permitted to submit the report for that particular semester and has to re-enroll for the same in the subsequent semester. If a student fails to submit the project report of Phase-I and Phase-II on or before the specified last date, he/she is deemed to have failed in the project work of Phase-I and Phase-II respectively and shall re-enroll for the same in a subsequent semester.

12.4 DETAILS OF FACULTY PEDAGOGICAL AND STUDENT ASSESSMENT RECORD

12.4.1 Every teacher is required to maintain a Faculty Record Book (FRB) / Course File consisting of the following details as shown below:

- Time-table, Course syllabus, Programme outcomes, Course outcomes
- Details of attendance of each student marked in each theory /practical /project work class.
- CIE Test, Model Examination marks, Details of Assignment / Seminar given, Course Delivery details, Corrective and Preventive actions on test performance of students and any other additional details.

The FRB should be submitted to the HOD periodically (at least two times in a semester) for checking the syllabus covered, the test marks and attendance. The HOD shall put his/her signature and date in the FRB after due verification. At the end of the semester, the FRB shall be verified by the Principal who will also ensure safe custody of the document for at least five years. The University or any inspection team appointed by the University may verify the records of attendance and assessment of both current and previous semesters

12.5 SEMESTER END EXAMINATIONS (SEE)

12.5.1 The SEE shall ordinarily be conducted between November and January during the odd semesters and between April and June in the even semesters. The maximum marks shall be 100 with the split-up as follows:

- For Theory: 50 marks for CIE and 50 marks for the SEE.
- For Practical: 60 marks for CIE and 40 marks for the SEE.
- For Project work: 300 marks for CIE and 300 marks for the SEE.

12.5.2 Examiners for setting SEE question papers for theory courses, valuating SEE answer scripts, conducting practical examinations and evaluating project works shall be appointed by the Controller of Examinations (COE) after obtaining approval from the AC of the College.

13. PASSING REQUIREMENTS

13.1 A student who secures not less than 50% of total marks prescribed for the course (both in CIE & SEE) with a minimum of 50% of the marks prescribed for the SEE in both theory and practical courses including Project work), shall be declared to have passed the Examination.

13.2 The CIE marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secure a pass. However, from the 3rd attempt onwards if a student fails to obtain pass marks (CIE + SEE) as per clause 13.1 then the passing requirement shall be as follows:

The student should secure 50% minimum marks prescribed for course in the SEE alone and the Continuous Internal Assessment marks obtained will not be considered and retained thereafter.

14. GRADING

14.1 All assessments of students will be done on absolute marks basis. However, for the purpose of reporting the performance of a student, letter grades, each carrying certain number of points, will be awarded as per the range of total marks (out of 100) obtained by the student in each course. The letter grades to be used and the corresponding grade points are as follows:

Table 5: Grades, Grade Points and Range of Marks

| Grades | Grade Points | Range of Marks |
|---------------|---------------------|--|
| S | 10 | 91-100 |
| A | 9 | 81-90 |
| B | 8 | 71-80 |
| C | 7 | 61-70 |
| D | 6 | 56-60 |
| E | 5 | 50-55 |
| U | 0 | <50 (or ≥ 50 but not satisfying clause 13.1) |
| W | 0 | NA |

Students scoring less than the passing minimum (decided on relative basic) marks shall be deemed to have failed and be given “U” grade. A student having “U” grade need not redo the course, but can appear for the supplementary examination for the courses organized at the start of the following semester. The Cumulative Grade Point Average (CGPA) will be revised accordingly. The grade acquired by the student later will be indicated in the grade card of the appropriate semester. A student who earns a minimum of 5 grade points in a course shall be declared to have successfully completed the course.

15. REVALUATION OF ANSWER PAPERS

15.1 REVALUATION / PHOTOCOPY-CUM-REVALUATION

A student can apply for revaluation / request of photocopy of his/her SEE answer paper in a theory course, within a week from the declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations with the approval of Head of Department (in case of photocopy). 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 for project work.

15.2 REVIEW

A student who did not satisfy with revaluation can apply for review of his /her SEE answer paper in a theory course, within the prescribed fee through proper application to the Controller of Examinations with the approval of Head of the Department. Students applying for photocopy-cum-revaluation only are eligible to apply for review.

16. SUPPLEMENTARY EXAMINATIONS

Supplementary examinations for the failed students of any course will be conducted after the regular SEE result. They will be conducted only for current semester failures after 15 days of the announcement of revaluation results. However, due to unavoidable circumstances a student who is absent for SEE is eligible to take up the Supplementary Examinations at the discretion of Head of the Department and the Principal. The appearance for the Supplementary Examinations will be considered as an attempt.

17. WITHDRAWAL FROM EXAMINATION

- 17.1** A student may, for valid reasons, and on prior application, be granted permission to withdraw from appearing for the examination of any one course or consecutive examinations of more than one course in a SEE. Such withdrawal shall be permitted only once during the entire period of study of the degree programme.
- 17.1** An application for withdrawal shall be valid only if it is made within 10 days prior to the commencement of the SEE in that course or courses and also recommended by the Principal and approved by the Controller of Examinations.
- 17.2** Notwithstanding the requirement of mandatory TEN days notice, applications for withdrawal for special cases under extraordinary conditions will be considered on merit of the case.
- 17.3** Withdrawal shall not be taken to mean as an appearance for the eligibility of a student for First Class with Distinction.
- 17.4** Withdrawal from the SEE is **NOT** applicable to arrear subjects of previous semesters.
- 17.5** The student shall reappear for the withdrawn courses during the examination conducted in the subsequent semester.

18. AUTHORIZED BREAK OF STUDY FROM A PROGRAMME

- 18.1** Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and rejoin the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Principal in advance, but not later than the last date for registering for the SEE of the semester in question, through the Head of the Department stating the reasons therefore and the probable date of rejoining the programme.
- 18.2** The students permitted to rejoin the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of rejoining. The students rejoining in new Regulations shall apply to the Principal in the prescribed format through Head of the Department for prescribed additional courses, if any, at the beginning of the readmitted semester itself, so as to compensate for the shortage of the credits.
- 18.3** The authorized break of study (for a maximum of one year) will not be counted for the duration specified for passing all the courses for the purpose of classification. However, additional break of study granted will be counted for the purpose of classification.
- 18.4** The total period for completion of the Programme reckoned from, the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study (vide clause 18.1) in order that he/she may be eligible for the award of the degree.
- 18.5** If any student is detained for want of required attendance, the period spent in that semester shall not be considered as authorized “Break of Study” is not applicable for this case.

19. GRADE CARDS

- 19.1** After the results are declared, Grade Cards will be issued to each student and it will contain the list of courses for that semester and the grades obtained by the student. The Grade Point Average (GPA) for each semester will be calculated only for those students who have passed all the courses of that semester. Similarly, CGPA up to any semester will be announced only for those students who have passed all the courses

up to that semester. GPA is the ratio of the sum of the products of the number of credits of a course (C_i) and the grade points scored in that course (GP_i), taken for all the courses, to the sum of the number of credits of all the courses (n) in the semester.

$$GPA = \frac{\sum_1^n C_i \times GP_i}{\sum_1^n C_i}$$

where n is the number of courses in that semester.

On successful completion of the programme, the CGPA will be calculated as follows:

$$CGPA = \frac{\sum_1^N C_i \times GP_i}{\sum_1^N C_i}$$

where C_i is the credit and GP_i is the grade point obtained by the student and N is the total number of courses for the entire programme.

20. ELIGIBILITY FOR THE DEGREE

20.1 A student shall be eligible for the award of the degree of M.E./M. Tech only if the student:

- i. has undergone the prescribed programme of study by earning the minimum total number of credits specified in the curriculum of the relevant programme of study within the maximum specified duration of time.
- ii. has no dues payable to the Institution, Library, Hostels, etc. and has no disciplinary action pending against him/her.

21. CLASSIFICATION OF DEGREES AWARDED

21.1 First Class with Distinction:

21.1.1 M.E. / M.TECH (FULL TIME)

A student who qualifies for the award of a degree, having passed all the courses of all the four semesters in his/her First appearance within two years after the commencement of his/her study and securing a CGPA of **8.45** and above, shall be declared to have passed the examinations in the 'First Class with Distinction'. For this purpose, withdrawal from any examination will not be construed as an appearance. Further, one year authorized break of study (if availed of) is permitted in addition to two years for the award of '**First Class with Distinction**'.

21.1.2 M.E. / M.TECH (PART TIME)

A student who qualifies for the award of a degree, having passed all the courses of study of all the six semesters in his/her First appearance

within three years securing a CGPA of **8.45** and above, shall be declared to have passed the examinations in the 'First Class with Distinction'. For this purpose, withdrawal from any examination will not be construed as an appearance. Further, one year authorized break of study (if availed of) is permitted in addition to three years for the award of '**First Class with Distinction**'.

21.2 First Class:

M.E. / M.TECH (FULL TIME)

A student who qualifies for the award of a degree, having passed all the courses of all the four semesters within three years, securing a CGPA of **6.5** and above shall be declared to have passed the examinations in the '**First Class**'.

M.E. / M.TECH (PART TIME)

A student who qualifies for the award of a degree, having passed all the courses of all the six semesters within three years, securing a CGPA of **6.5** and above shall be declared to have passed the examinations in the '**First Class**'.

Further, one year authorized break of study (if availed of) or prevention from writing the SEE due to lack of attendance (if applicable) is included in the three years (four years in the case of Part Time).

21.3 Second Class: All other students below the CGPA mentioned in 21.1 and 21.2 who qualify for the award of a degree shall be declared to have passed in the '**Second Class**'.

21.4 A student who is absent in the SEE 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.

22. CONSOLIDATED STATEMENT OF GRADES

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

- i. Grades in the courses of all the semesters
- ii. CGPA
- iii. Classification (First Class with Distinction/First Class/Second Class)

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

23. ATTENDANCE, DISCIPLINARY AND GRIEVANCE COMMITTEE

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

Table 6: Attendance, Disciplinary and Grievance Committee

| | |
|---|----------|
| Principal | Convener |
| HOD/Dean | Member |
| A Senior Professor (from any department) | Member |
| A Senior Assistant Professor (from any department) | Member |

23.2 The Committee will look into matters relating to condonation of attendance shortages of students and all grievances and disciplinary problems of the students relating to malpractices in CIE, SEE, etc. The committee will meet as and when necessary and send its recommendations to the AC/COE for consideration/ratification/approval.

24. MALPRACTICES IN TESTS AND EXAMINATIONS

24.1 If a student indulges in malpractice in any of the CIE and SEE, he/she shall be liable for punitive action as prescribed by the college from time to time.

25. INDUSTRIAL VISIT

25.1 Every student is required to undergo one industrial visit (relevant Industries / Research centers of respective departments / IITs / IISc / Technical museums / Planetarium) starting from the third semester of any UG programme. The institution shall take the students out to at least one industrial visit in an academic year. The student representative of concerned class should submit a report on the outcome of knowledge gained from the industry visited within a week after return duly signed by the Head of the Department.

26. DISCIPLINE

26.1 Every student is required to observe proper discipline and decorum 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 Principal/Dean/HOD shall constitute a Disciplinary Committee consisting of Principal/Dean/HOD and two senior Professors, of which

one should be from the faculty to which the student belongs, to enquire into the acts of indiscipline and notify the Principal/HOD/Dean about the disciplinary action recommended, for approval.

27. REVISION OF REGULATION AND CURRICULUM

27.1 The college shall, occasionally, revise, amend or change the regulations, scheme of examinations and syllabi if found necessary.
