

SONA COLLEGE OF TECHNOLOGY

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Approved by AICTE
Affiliated to Anna University, Chennai
ISO 9001 : 2015 Certified
NAAC - Accredited A - Grade
All eligible programmes NBA-Accredited



M.E./M.Tech. Regulations 2019

(Version 1.0 / 2019)

(Applicable for students admitted in
2019 and onwards)

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SONA COLLEGE OF TECHNOLOGY, SALEM-636 005

REGULATIONS 2019

AUTONOMOUS COLLEGE UNDER ANNA UNIVERSITY, CHENNAI

**REGULATIONS FOR M.E. / M.TECH DEGREE PROGRAMME
2019 AND ONWARDS**

The Regulation 2019 of Sona College of Technology includes various components of Choice Based Credit System (CBCS) and is also based on AICTE Model PG Curriculum 2018. This regulation is applicable to all the students admitted into M.E./M.Tech. programmes from the academic session 2019-2020 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 A u t o n o m y" 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 (P15PSE101) and Mathematical Foundations on Computer Science (P15MIT106), 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 PROGRAMMES

3.1 Nomenclature 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

- M.E. (Engineering Design) Full-Time
- M.E. (Industrial Safety Engineering) Full-Time

3.2.2 Programmes offered in the Faculty of Electrical Engineering

- M.E. (Power Systems Engineering) Full-Time

ii. M.E. (Power Electronics and Drives) Full-Time

3.2.3 Programmes offered in the Faculty of Electronics and Communication Engineering

i. M.E. (VLSI Design) Full-Time

ii. M.E (Wireless and Mobile Communication) Full- 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.Tech. (Data Science) Full-Time

3.2.5 Programmes offered in the Faculty of Civil Engineering

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

ii. M.E (Construction Engineering and Management) Full-Time

3.2.6 Programmes offered in the Faculty of Information Technology

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

4. STRUCTURE OF PROGRAMMES

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

- i. **Foundation Courses (FC):** include Mathematics or other basic courses.
- ii. **Professional Core (PC) Courses:** These are the ones that are essential for a student pursuing a particular programme to acquire necessary knowledge, technical skills and training in

chosen field of study. There are no options available to students with respect to choice of core courses. Core courses are offered from Semester – I to Semester – III.

- iii. ***Professional Elective (PE) Courses:*** These are the courses offered by the department, dealing with various aspects of application or new development or both related to the chosen branch of study.
- iv. ***Open Elective (OE) Courses:*** These are the courses offered by a department to the students of other departments across all disciplines. Students across all disciplines are eligible to study these courses. There will be a pool of open elective courses for the students to choose from, under this category. A minimum of one open elective shall be studied by a student in his/her period of study.
- v. ***Employability Enhancement Courses (EEC)*** include Project work, Internship, Case studies, On-line courses, Seminar, Industrial / Practical training etc.
- vi. ***Audit Courses***

These are non- credited courses having a minimum of 30 hours duration included in curriculum of all M.E / M.Tech programmes. These courses namely English for Research paper writing, Disaster Management, Value education, Stress Management by Yoga, Constitution of India etc shall be included in semesters 1 and 2 in M.E / M.Tech Curriculum. A minimum of 2 audit courses shall be included in the curriculum of study.

4.2 Medium of Instruction

The medium of instruction is English for all courses, examinations, seminar presentations and project reports except for courses in languages other than English.

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.

5.3 COURSE REGISTRATION

- 5.3.1** Each student, on admission shall be assigned to a Class Counselor (vide Clause 7.1) who shall advice and counsel the student about the details of the academic programme and the choice of courses considering the students's academic background and career objectives.
- 5.3.2** Each student has to register for all courses to be undergone in the curriculum of a particular semester and can also register for courses for which the student has failed in the earlier semesters.
- 5.3.3** After registering for a course, a student shall attend the classes, satisfy the attendance requirements, earn Continuous Internal Evaluation marks and appear for the Semester End Examinations.

5.3.4 The student who fails in a core theory course/ professional elective / open elective / Laboratory Course / Project work / Seminar and any other EEC course in the current semester examination shall register for the same in the subsequent semesters as arrear examination.

6. CREDIT STRUCTURE

6.1 Each course offered is given a L-T-P structure, depending on the number of lecture periods (L), number of tutorial periods (T) and number of periods for practical (P) required per week for an efficient teaching – learning process. A student is expected to put-in his/her own efforts in proportion with periods spent in classroom, as defined in L-T-P structure. On successful completion of the course a student is said to have earned a specified number of credits defined for each course.

6.2 The curriculum for a semester shall normally have a blend of 5 or 6 theory courses and 1 or 2 laboratory courses. In addition, Employability Enhancement Courses (EEC) may also be included. However, the total number of courses per semester shall not exceed 10 (including EEC).

Every one hour of Lecture (L) session/week amounts to 1 credit. A minimum of one hour session of Tutorial (T) or two hours session of Practical (P) sessions/ week amounts to 1 credit. Also, one hour of practical session / week amounts to 0.5 credit. A course of study may consist of only the lecture component or only the practical/practice component or a combination of any two or all the three components.

6.3 Credit allocation and L:T:P:C composition for the following Courses:

Foundation and Core Courses	: 2:0:0:2 or 3:0:0:3 or 4:0:0:4 or 2:1:0:3 or 2:2:0:4 or 3:1:0:4 or 1:0:2:2 or 2:0:2:3 or 3:0:2:4.
Laboratory Courses	: 0:0:2:1 or 0:0:3:1.5 or 0:0:4:2 or 1:0:2:2 or 1:0:4:3
Professional Electives	: 3:0:0:3 or 2:1:0:3 or 2:0:2:3
Open Elective Courses	: 3:0:0:3 or 2:1:0:3 or 2:0:2:3
Audit Courses	: 2:0:0:0

6.4 The total credits earned by a student at the end of semester are L+T+P. Each semester can have a minimum of 17 credits to a maximum of 22.

6.5 The maximum number of professional elective courses in a curriculum shall be 5, which can be offered during semesters 1 to 3. An open elective course of 3 credits shall be offered in semester 3.

6.6 The curriculum of the M.E. / M.Tech degree programme shall be designed to have a total of 65-70 credits for the award of the M.E / M.Tech degree.

6.7 EMPLOYABILITY ENHANCEMENT COURSES

6.7.1 Industrial Training and Internship

Students are allowed to undergo industrial training or internship in reputed industry / organization during summer / winter vacation. The industry / organization is to be selected with the approval of the Department Consultative Committee (vide Clause 8).

6.7.2 On- line Courses

Students may be permitted to study online courses (offered by reputed organizations with certificates awarded upon successful completion) with the approval of the Department Consultative Committee / Dean- Academics.

7. CLASS COUNSELOR (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. DEPARTMENTAL CONSULTATIVE COMMITTEE

All departments shall constitute a Departmental Consultative Committee (DCC) consisting of the HOD as Chairperson and five senior faculties, who are professors or associate professors. The role of the DCC is to review and approve industries or other organizations identified for industrial training, internship or project work of students. It shall also review and approve online/elective courses selected by students for their content and quality.

9. CLASS COMMITTEE (CCM)

9.1 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

9.1.1 Solving problems experienced by students in the class room and in the laboratories;

9.1.2 clarifying the regulations of the degree programme and the details of rules therein;

9.1.3 informing the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment;

9.1.4 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;

9.1.5 analyzing the performance of the students of the class after each test and finding the ways and means of improving the programme;

9.1.6 identifying slow learners, if any, and requesting the teachers concerned to provide some additional help or guidance coaching to such slow learning students.

- 9.2 The Class Committee for a class under a particular branch is normally constituted by the HOD/Dean.
- 9.3 The Class Committee shall be constituted within the first week of each semester.
- 9.4 At least 2 student representatives (usually 1 boy and 1 girl) shall be included in the Class Committee.
- 9.5 The Chairperson of the Class Committee shall invite the CCs and the HOD/Dean to the meeting of the Class Committee.
- 9.6 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.
- 9.7 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.

10. COURSE COMMITTEE FOR COMMON COURSES

- 10.1 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).

11. ATTENDANCE REQUIREMENTS FOR COMPLETION OF A SEMESTER

A student who has fulfilled the following conditions (vide clauses 11.1 and 11.2) shall be deemed to have satisfied the requirements for completion of a semester:

- 11.1** Ideally every student is expected to attend all classes of all the courses and earn 100% attendance. However, the student shall secure not less than 75% (after rounding off to the nearest integer) attendance percentage of the overall attendance.
- 11.2** If a student secures an overall attendance between 65% and 74% in the current semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Chairman, Sports Board and Head of the Department concerned, the student shall be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the semester end examination. In all such cases, the students should submit the required documents on joining after the absence to the Head of the Department and same to be submitted to the Principal. If students seek exemption from the 10% attendance shortage more than once, their cases shall be reviewed and permitted only based on the discretion of the concerned Head of the Department and Principal. Also, a student can avail this exemption only once during his/her entire period of study.

11.3 Students who do not satisfy Clauses 11.1 and 11.2 and who secure less than 65% overall attendance will not be permitted to write the Semester End Examination 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.

12. ASSESSMENT PROCEDURE - TESTS AND EXAMINATIONS

12.1 For each theory course, the assessment pattern for Continuous Internal Evaluation (CIE) shall be as illustrated in Table 2:

Table 2: Assessment Pattern for CIE- 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.	Total weightage for CIE		50

12.1.1 Retest will be conducted at the end of every CIE test cycle for the students who did not appear in respective test(s) due to genuine reasons like Medical leave / Co-curricular and Extracurricular activities representing the college at State/National/International level events/ any other

special permission authorized by the respective HOD and Principal.

The above category students need to get prior approval from HOD concerned, the Principal and the same shall be forwarded to office of COE within a minimum of 5 days before the date of commencement of CIE examination (except medical grounds). Also, students who wish to improve their CIE marks can register for the retest. However, he / she can register only one course per CIE cycle for the retest.

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

Table 3: Assessment Pattern Weightage

Assessment	Marks
CIE	60
SEE	40

The CIE assessment for practical courses follows the pattern given in Table 4.

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

12.2.1 The SEE assessment for practical courses will be based on supervision of students' work, their performance in viva- voce examinations and group discussion, the quality of their work as prescribed through practical manual and an SEE that requires the student to perform an experiment and submit report.

12.2.2 For design and drawing courses, the duration of assessment test/SEE may be different from other theory courses and this will be stated in the respective curricula.

12.2.3 Theory Courses with Laboratory Component:

If there is a theory course with Laboratory component, there shall be three CIE tests: the first two tests (each 50 marks) will be evaluated as theory exams and the third test (maximum mark 50) will be evaluated as laboratory component. The internal mark will be calculated as stated in Clause 12.1.

The SEE for this course will be evaluated similar to a theory course as stated in Clause 12.8.1.

12.2.4 Assessment of Audit Courses

The audit courses are assessed through three continuous internal assessment examinations for a total of 100 marks. The pass mark for these courses is 50%. The student must satisfy the minimum attendance requirements and passing criteria as specified for the course. Students passing the audit course will be awarded PASS (P). Students who get less than 50% marks must reappear for the same in the subsequent semesters as internal assessment examination.

12.3 ASSESSMENT OF EMPLOYABILITY ENHANCEMENT COURSES

12.3.1 The Industrial Training and Summer / winter Internship shall carry 100 marks and shall be evaluated through internal assessment and or external assessment.

At the end of these courses, the student shall submit a certificate from the organization where he / she has undergone training along with a brief report on the training. The evaluation will be made based on this report and a Viva- Voce Examination, conducted by industry experts with at least 10 years of experience relevant to the area of training or internally by a three-member Departmental Committee constituted by the Head of the Institution, in which at least one member has not less than three years of industry experience. The final evaluation report of these courses shall be approved by Principal and forwarded to Controller of Examinations for entry in grade sheet.

12.3.2 Students shall register only for the online courses approved by DCC concerned. The DCC approved online courses shall be of advanced / related to the domain / areas of their department or recent technical area that will cater student's career growth. Students shall not register for online courses which are already there in Professional core courses of their curriculum.

Students have to score a minimum of 50% marks in the Online course which he/ she had completed in a semester.

The DCC concerned has to submit the list of students who

have completed various online courses along with the certificates issued by the organization to Principal for approval and forwarded to COE for grade sheet entry.

12.4 PROJECT WORK

- 12.4.1** 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.
- 12.4.2** 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.
- 12.4.3** 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.

12.4.4 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.

12.4.5 The continuous assessment of Project work is as follows

Table 5 : Assessment of Project work

Number of Project Reviews	Internal Assessment marks	SEE- Project Viva-voce marks
Three	3 Project reviews : 45 Final Project Report : 15	40
Total	60 marks	40 marks

The evaluation of project work for Phase-I and Phase-II shall be done independently in the respective semester. There will be three project reviews each conducted during Project work phase - I and Phase - II. The Project reviews shall be evaluated for 15 marks each. Semester End Examination - Project work viva-voce shall be evaluated for 100 marks. The marks obtained in the same shall be reduced to 40 marks. Students have to publish atleast ONE paper in Refereed International Journals (Preferably Scopus Indexed) / International Conferences during Project work Phase-II.

12.4.6. 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) and a common external examiner (appointed by Controller of Examinations (COE)).

12.4.7 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.

12.5 MoU with foreign universities

For providing international exposure for meritorious students, MoUs will be signed by Sona College of Technology with foreign universities. Students can utilize this opportunity to do courses for one or two semesters in foreign universities and the transfer of credits for courses done in foreign universities will be facilitated.

12.6 Each department of Sona college of Technology shall offer a diploma/ certificate courses (domain related) for UG and PG students for their career skill enhancement. Diplomas and

certificates shall be issued under the seal of Sona College of Technology. (As per UGC Guidelines for Autonomous colleges 2018, Clause 9).

12.7 DETAILS OF FACULTY PEDAGOGICAL AND STUDENT ASSESSMENT RECORD

12.7.1 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, Program outcomes, Course outcomes and their mapping and Topics taught beyond the syllabus.
- Details of attendance of each student marked in each theory / practical / project work class.
- CIE Test, 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

12.8 SEMESTER END EXAMINATIONS (SEE)

12.8.1 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: 60 marks for CIE and 40 marks for the SEE.

12.8.2 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 Board of studies of the concerned departments.

13. PASSING REQUIREMENTS

13.1 A student who secures not less than 50% of total marks prescribed for the course (both in CIE and 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 In the event of failure of a student in the SEE of any course, the Continuous Internal Assessment marks obtained by the student in the first appearance of that course shall be retained and considered

valid for only one subsequent attempt. However, if a second attempt is necessitated and the 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 the course in the SEE alone and the related Continuous Internal Assessment marks obtained will not be considered or retained thereafter.

14. GRADING

14.1 All assessments of students will be done on the basis of absolute-marks. However, for the purpose of reporting the performance of a student, letter grades, each carrying a certain number of points, will be awarded according to the 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 6: Grades, Grade Points and Range of Marks

Grades	Grade Points	Range of Marks
O	10	90-100
A ⁺	9	80-89
A	8	70-79
B ⁺	7	60-69
B	6	50-59
U	-	<50

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. 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.

15. REVALUATION OF ANSWER PAPERS

15.1 REVALUATION

A student can apply for 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. The answer script is to be valued and justified by a course expert, who handled the course and recommend the student to apply for revaluation. Based on the recommendation, the student can register for revaluation through proper application and prescribed fee payment approved by course expert, HOD and Principal. 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 is not satisfied with Revaluation can apply for Review of his /her SEE answer paper in a theory course, on payment of a prescribed fee through proper application to the Controller of Examinations with the approval of Head of the Department. Students who have applied for photocopy-cum-revaluation only are eligible to apply for Review.

16. WITHDRAWAL FROM EXAMINATION

- 16.1** A student may, for valid reasons, and on prior application, be granted permission to withdraw from appearing for the examination of 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.
- 16.2** An application for withdrawal shall be valid only if it is made within 10 days prior to the commencement of the SEE in that semester and also recommended by the Principal and approved by the Controller of Examinations.
- 16.3** 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.
- 16.4** Withdrawal shall not be taken to mean as an appearance for the eligibility of a student for First Class with Distinction.
- 16.5** Withdrawal from the SEE is NOT applicable to arrears subjects of previous semesters.
- 16.6** The student shall reappear for the withdrawn courses during the examination conducted in the subsequent semester.

16.7 The withdrawal of open electives shall not be taken more than 15 days from the date of choosing the course.

17. AUTHORIZED BREAK OF STUDY FROM A PROGRAMME

17.1 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 unavoidable 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.

17.2 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.

17.3 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.

- 17.4** 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 17.1) in order that he/she may be eligible for the award of the degree.
- 17.5** 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.

18. GRADE CARDS

- 18.1** 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.

19. ELIGIBILITY FOR THE DEGREE

19.1 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.

20. CLASSIFICATION OF DEGREES AWARDED

20.1 First Class with Distinction:

20.1.1 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 **8.50 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 considered 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'. Also, the student should not have been prevented from writing semester end examination due to lack of attendance (vide Clause 11.3) in any semester.

20.1.2 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 8.50 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 considered 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'. Also, the student should not have been prevented from writing semester end examination due to lack of attendance (vide Clause 11.3) in any semester.

20.2 First Class

20.2.1 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 within three years, securing a CGPA of **7.0 and above** shall be declared to have passed the examinations in the 'First Class'.

20.2.2 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 four years, securing a CGPA of **7.0 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 for full time (four years in the case of Part Time).

20.3 Second Class: All other students below the CGPA mentioned in 20.1 and 20.2 who qualify for the award of a degree shall be declared to have passed in the 'Second Class'.

20.4 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.

21. CONSOLIDATED STATEMENT OF GRADES

21.1 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)

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

22. *STANDING COMMITTEE FOR ACADEMIC MATTERS*

22.1 This committee is constituted for the smooth functioning of the various autonomous programmes of the institute and shall consist of the following members:

Table 7: Standing Committee

Principal	Convener
Dean-Academics	Member
All HODs	Member(s)
Member Secretary, Academic Council	Member
Controller of Examinations	Member

22.2 The Committee shall meet periodically to discuss academic related matters, progress and status of the students. The committee will meet as and when necessary and send its recommendations to the Academic council for consideration / ratification / approval.

23. MALPRACTICES IN TESTS AND EXAMINATIONS

23.1 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.

24. DISCIPLINE

24.1 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 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 about the disciplinary action recommended, for approval.

25. REVISION OF REGULATION AND CURRICULUM

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

Positive Thinking

Positive thinking is a mental attitude that anticipates, happiness, success and favorable outcomes in every situation or action you do. The thought get registered in your subconscious mind and you start taking action to create favorable change.

Tips to Positive Thinking

- Be optimistic and expect favorable outcomes in every situation.
- Cultivate the habit of reading inspiring books.
- Find reasons to smile more often. It's a great stress buster.
- Try to use positive words, e.g. "I can", "it will be done", "it is possible" while thinking and talking.
- Engage yourself in enjoyable recreational activities.
- Interact with people who have a positive outlook in life.



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