



PRATHYUSHA ENGINEERING COLLEGE

(Autonomous Institution)

Aranvoyalkuppam, Tiruvallur, Chennai – 602 025

[Approved by AICTE | Affiliated to Anna University, Chennai | NAAC Accredited
'A' Grade | 2(f) & 12(B) Status (UGC) | NBA Accredited Programmes
| SIRO Certified (DSIR)]

Academic Regulations 2024

(Norms and Rules)

Version 2.0

04 July 2024

B.E. / B.Tech. Programmes

(Applicable to the Students Admitted from the Academic Year 2024-25 Onwards)

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Academic Regulations 2024

Common to All B.E. / B.Tech. Full- Time Programmes

CHOICE BASED CREDIT SYSTEM (CBCS)

These regulations are applicable to students admitted into B.E. /
B.Tech. Programmes from the academic year 2024 – 2025 onwards.

(i) Preamble

India through National Board of Accreditation (NBA) is officially a permanent signatory of **Washington Accord** from 13 June 2014. This is considered as a significant step of progress for the higher education sector in India. The Washington Accord covers professional engineering academic degrees under Outcome Based Education (OBE). The OBE has to ensure that the required outcomes (knowledge, skills and attitude / behaviour) are acquired by the learners of a programme under 'Learner Centric' model. With the OBE process in mind, the Educational system of Prathyusha Engineering College (PEC) has been framed to provide the needful scope for the learners through the CBCS that will pave the platform to strengthen their knowledge, skills and attitude / behaviour. CBCS offers flexibility to learners by including interdisciplinary electives and industry based courses.

(ii) Objectives of CBCS

- To shift focus from the teacher-centric to student-centric education
- To allow students to choose inter-disciplinary, intra-disciplinary and skill oriented courses (even from other disciplines according to their learning needs, interests and aptitude) to provide more flexibility
- To make education broad-based and at par with global standards
- To help students earn credits by choosing unique combination of courses
- To offer flexibility for students to get international exposure by completing a course at world class institutions facilitating the transfer of credits earned
- To provide necessary flexibility to students to gain the vital life skills
- To equip students to keep abreast of industrial requirements and societal needs

1. Definitions and Nomenclature

1.1. University

University means the affiliating university, ANNA UNIVERSITY, Chennai.

1.2. Institution

Institution means PRATHYUSHA ENGINEERING COLLEGE, ARANVOYALKUPPAM, TIRUVALLUR, CHENNAI – 602025, an autonomous institution affiliated to Anna University, Chennai.

1.3. Head of the Institution

Head of the Institution means the **Principal** of the institution who is responsible for all academic activities and for the implementation of relevant rules of this regulation.

1.4. Programme

Programme means Degree Programme that is, B.E / B.Tech. Degree Programme.

1.5. Head of the Department

Head of the Department means head of the department concerned.

1.6. Controller of Examinations

Controller of Examinations means the authority of the Institution who is responsible for all Examination related activities.

1.7. Branch

Branch means specialization or discipline of B.E. / B.Tech. Degree Programme such as Mechanical Engineering and Information Technology.

1.8. Course

Every paper / subject of study offered by various departments is called a course (e.g. Operating Systems).

1.8.1. Classification and Numbering of Course

Each course is assigned with a 10 digit course code which has the structure as in **Table 1**.

1.9. Curriculum

The various components / courses studied in each programme that provides appropriate outcomes (knowledge, skills and attitude / behaviour) in the chosen branch is called curriculum.

1.9.1. Credits

Course work is measured in units called credit hours or simply credits. The number of hours of a course per week is the number of credits for that course. One credit per lecture hour per week is assigned for each theory course. Laboratory, tutorial courses, etc., are assigned 0.5 credits per hour per week. Laboratory and Tutorial hours shall be of either 2 hours or 4 hours duration per week. The credit detail of a course and semester is shown in **Table 2**.

**Table 1 – Course
Code Structure**

YY N DD C L S S A						
YY	N	DD	C	L	SS	A
2 Digits	1 Digit	2 Digits	1 Digit	1 Digit	2 Digits	1 Digit
Year of Regulation	Programme Number	Course Offering Department	Type of Course	Semester of the Course	Course Serial Number	Additional Qualifier
2024 Regulations	1 – B.E. / B.Tech 2 – M.E. / M.Tech 3 – M.B.A	LE – English PY – Physics CY – Chemistry MA – Mathematics GE – General MB – Management Sciences CW - CSBS- Computer Science and Business Systems CS - Computer Science and Engineering EC - Electronics and Communication Engineering EE - Electrical and	H – Humanities, Social Sciences including Mgt. Courses B – Basic Science Courses S – Engineering Science Courses C – Professional Core Courses E – Professional Elective Courses O – Open Elective Courses	1 – 1 st Semester 2 – 2 ⁿ Semester ... 9 – Not Corresponding to any Semester	01 02 etc.,	T - Theory L – Laboratory I – Industry B – Bridge J – Joint

		<p>Electronics Engineering</p> <p>ME - Mechanical Engineering</p> <p>IT - Information Technology</p> <p>AD – Artificial Intelligence and Data Science</p> <p>BT– Biomedical Technology</p> <p>CB – CSE (Cyber Security)</p> <p>AL – CSE (Artificial Intelligence and Machine Learning)</p> <p>IN – Industry</p>	<p>P – Project / Start up</p> <p>A Seminar, Internship etc., #M – Mandatory Courses</p>		
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#Employability Enhancement Courses / Personality Development Courses

Table 2 – Credit Detail of a Course and Semester

Nature of Course	L	T	P	R	C
Theory	3	-	-	-	3
	4	-	-	-	4
Theory + Tutorial	3	1	-	-	4
Integrated	1	-	4	-	3
	1	-	2	-	2
	2	-	2	-	3
	3	-	2	-	4
	2	-	4	-	4
Practical	-	-	2	-	1
	-	-	4	-	2
	-	-	2	2	2
	-	-	3	1	2
Project	-	-	-	24	12
Note: Minor projects can be planned for theory courses which does not have corresponding laboratory. The courses having minor projects should have working models.					
Total Number of Credits	Regular		To be between 160 and 165		
	Lateral entry		To be between 111 and 116		
Recommended Number of Credits per Semester (for semesters 1 to 7)	19 to 24				
Number of Courses per Semester (for semesters 1 and 2)	06 Theory + 02 Laboratory (or) 06 Theory + 03 Laboratory				
Recommended Number of Courses per Semester (for semesters 3 to 7)	05 Theory + 03 Laboratory (or) 06 Theory + 02 Laboratory				
Recommended Number of Courses for Semester 8	Project work / Start up				
Note: Total number of courses not to exceed 10 in any semester					

1.9.2 Earning Additional Credits

1.9.2.1 In a semester, a student is permitted to register for a maximum of 30 credits.

1.9.2.2 It is mandatory to satisfy the pre-requisites (if any), prescribed in the curriculum and syllabus to register for courses to earn additional credits.

1.9.2.3 One period is 50 minutes. One credit means one period per week for theory and 2 periods for practical.

1.10 Standing Committee

Standing Committee comprises all academic heads. Head of the Institution shall chair the standing committee.

1.11 Department Consultative Committee (DCC)

DCC is chaired by the head of the department and comprises at least 1 Professor, 2 Associate Professor / Assistant Professor, Class Advisor and Mentor of the concerned student.

2. Admission

2.1 First Year B.E. / B.Tech. and Lateral Entry

The norms for admission, eligibility criteria such as marks, number of attempts, physical fitness and mode of admission will be as prescribed by the University

2.2 For students re-admitted from earlier Regulations (due to discontinuation for different reasons) to **Regulations 2024**, a “Course Equivalence Committee” will be constituted by the Principal to decide the Courses exempted and additional Courses to be appeared for, by the concerned student.

3. Branches of Study

The following branches of study approved by the University are offered by the institution:

B.E. Degree Programmes

- Computer Science and Engineering
- Computer Science and Engineering (AI & ML)
- Computer Science and Engineering (Cyber Security)
- Electronics and Communication Engineering
- Electrical and Electronics Engineering
- Mechanical Engineering

B.Tech. Degree Programmes

- Artificial Intelligence and Data Science
- Information Technology
- Bio Technology
- Computer Science and Business Systems

4. Curriculum Structure

4.1 According to the National Board of Accreditation (NBA), India, for each Under Graduate (UG) programme, the curriculum has to be evolved after finalizing the Programme Educational Objectives (PEOs) and the corresponding Programme Outcomes (POs). The POs have been directly listed by NBA for UG Programmes. Programme Specific Outcomes (PSOs) are to be evolved. The curriculum that evolves should broadly ensure the achievement of the POs and PSOs, and thus the PEOs of the Programme.

4.2 All India Council for Technical Education (AICTE), New Delhi in its “Model scheme of instructions and syllabus for UG engineering degree programmes” published during January 2018 has prescribed a model curriculum structure for UG Engineering and Technology (E&T) degree programmes. A Typical sequencing plan for course sat UG E&T Degree Programmes is as shown in Table 3.

The suggested Course Work, at 22 credits / Semester on an average with built-in flexibility of +/- 20% as indicated earlier in Table 2 needs to be completed successfully by a student to qualify for the a ward of the UGE & T Degree from the concerned

University / Institution. A widely accepted plan for sequencing the Course Work can be seen in **Table 3**.

Table 3 - Sequencing Plan for Courses at UG E&T Degree Programmes

Semesters	Subject Area Coverage
I – II	Humanities and Social Sciences(HS), Basic Sciences (BS) and Engineering Sciences (ES) Courses common for all Branches, Professional Core (PC); Mandatory Courses
III-IV	HS, BS and ES Courses common for all Branches (to be continued); Also, Mandatory Courses (to be continued, if required); Professional core (PC) (Hard / Soft) Courses in two / three groups (like Electrical, Non-Electrical); area wise Orientation; Add-On Courses
V-VII	PC (Hard / Soft), Professional Elective (PE) and Open Elective (OE) Courses; Branch-wise Orientation; Add-On Courses; Seminar, Mandatory courses (as required)
VIII	Project work / Startup / Pre Start-up and Dissertation, Internship, Seminar, Add-On Courses; Final wrap-up of Programme

The mandatory courses for all the programmes prescribed by AICTE are shown in **Table 4**.

Table 4 - Mandatory Courses (MC)

S.No	Course No.	Course Title	Hours / Week L: T: P	Units	Preferred Semester	Credits	Accounted for CGPA or not
1	MC 01	Environmental Sciences*	3: 0: 0	3	II / III / IV	2	Yes
2	MC 02	Induction Training	2: 0: 0	2	I / III	2	No
3	MC 03	Indian Constitution	3: 0: 0	3	III / V / V / VI	2	Yes
4	MC 04	Essence of Indian Knowledge Tradition	3: 0: 0	3	III / V / V / VI	2	Yes
5	MC 05	NSS / NCC	3: 0: 0	3	III / IV	2	No
6	MC 06	Foreign Language	3: 0: 0	3	Any	2	No
7		PRIDE LAB				1	No

The typical curriculum structure for UG degree programmes based on AICTE and Anna University norms is given in **Table 5**.

Table 5 - Curriculum Structure for UG Degree Programmes

S.No	Course Work Subject Area	Range of Total Credits					
		In %		In NUMBERS assuming total credits = 165		in No. of Subjects assuming 2 / 3 credit course	
		Min	Max	Min	Max	Min	Max
1	Humanities and Social Sciences (HS)	5	10	8	17	3	6
2	Basic Sciences (BS)	15	20	25	33	8	11
3	Engineering Sciences (ES)	15	20	25	33	8	11
4	Professional Core (PC)	30	40	50	66	22	49
5	Professional Electives (PE)	10	15	17	25	6	8
6	Open Electives (OE)	5	10	8	17	3	6
7	Employability Enhancement Courses (EEC)	(5)	15	8	25	-	-
8	Mandatory courses (MC)	3.6	5	6	8	2	3

Note: Courses and credits are decided for each program ensuring that the minimum requirements of % (and credits) for different courses are met.

Humanities and Social Sciences (HS) includes Technical English, Foreign Language, Employability Skills, Engineering Ethics & Human Values, Engineering Economics, Presentation Skills and Technical Seminar, Communication Skills, Environmental Science & Engineering.

Basic Sciences (BS) includes Mathematics, Physics, Chemistry and Biology.

Engineering Sciences (ES) includes Materials, Workshop and Drawing, Basics of Electrical / Electronics / Mechanical / Civil / Instrumentation / Computer Engineering.

Professional Core (PC) relevant to the chosen specialization / branch.

Professional Electives (PE) relevant to the chosen specialization / branch.

Open Electives (OE) from other technical and / or emerging subject areas.

Employability Enhancement Courses (EEC) includes Project Work / Startup, Seminar, Industrial Training and / or Internship in Industry or elsewhere.

Mandatory Courses (MC) includes courses / activities related to Social outreach (Activities through Clubs, NSS, NCC, etc.) Culture and heritage of Indian society, Human Excellence Courses (Yoga etc.), **தமிழர் மரபு** / Heritage of Tamils, **தமிழரும் தொழில் நுட்பமும்** / Tamils and Technology etc.,)

Note 1: UG degree programmes can have mandatory courses, totally with 6 to 8 credits. Assessment will be done for UG mandatory courses. For UG, mandatory courses will not play role in CGPA calculation. For the students who complete the mandatory course satisfying the attendance requirements, the title of the mandatory course will be mentioned in the grade sheet.

4.3 Induction Programme

Induction Programme is mandatory for the students pursuing the Undergraduate Programme.

- List of students who have successfully completed the Induction Programme shall be certified by the Head of the Institution.
- The completion of the Induction Programme shall be printed in the Grade Sheet as “**COMPLETED**”.
- In the case of students who have got admitted later and those who have not attended the Induction Programme at the time of joining the degree programme, it shall be conducted later and on completion, it shall be recorded in the grade sheet.
- No fee will be charged towards the conduct of the Induction Programme and for including in the STATEMENT OF GRADES for the successful completion of the Induction Programme.

4.4 Semester Curriculum

The curriculum of each semester shall be a blend of theory and practical courses as stated in **Table 2**.

Electives: Every student shall choose electives from the list of electives related to their degree programme in consultation with the class advisor, Programme Co-ordinator and the HoD. The student will be required to study 2 types of electives called “Open Electives” and “Professional Electives” and the electives will spread over from 5th semester to 8th semester. Professional electives are courses offered by a department to the students of their own branch and Open electives are courses offered by other departments to widen the student’s knowledge in interdisciplinary courses.

4.5 Medium of Instruction

The medium of instruction for Lectures, Examinations and Project work is English, except for language courses other than English.

4.6 Industrial Training / Internship

Internship is mandatory for all branches of study. Assessment and grading will be as per clause 4.2. The students have to mandatorily undergo industrial training for a

period as specified in the curriculum during summer / winter vacation. In this case the training has to be undergone continuously for the entire period. The students may undergo internship at Research organizations / Universities (after due approval from the Department Consultative Committee – DCC) for the period prescribed in the curriculum during summer / winter vacation, in lieu of industrial training. A student will earn 1 or 2 or 3 credits for an internship of continuous 2 or 4 or 6 weeks respectively. One week is equal to 40 internship hours.

It is recommended the students do eight week of internship.

4.7 Industrial Visit

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

4.8 Value Added Courses

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

4.9 Online Courses

4.9.1 Students are encouraged to do Standing Committee approved 3 credit online courses conducted by Swayam Platform where regular assessments and examinations are conducted. A student can earn maximum of 9 credits through 3 NPTEL online courses.

The students can also opt for online courses offered by coursera, udemy with prior approval as in clause 4.8. For all online courses other than NPTEL, there shall be an exam conducted by the Controller of Examination of the Institution to determine the final grades.

The students can opt for dropping Profession Elective / Open Elective courses in higher semesters in lieu of credits earned through online courses.

4.9.2 The DCC may recommend online courses to the BOS / Standing Committee from time to time. The DCC has to ensure that the student has not studied such courses and would not repeat it again as Professional Core / Professional Elective / Open Elective. For assessment of online courses, refer Clause 14.8

4.9.3 “Writing Intensive Course” with an impetus to develop the writing skills and enhance report writing skills through maximum of three courses in 4 years of study. It can be in the form of written assignments, reports and case study.

4.10. Students are permitted to optionally enroll and study the courses in physical / hybrid / online modes offered by reputed Central / State funded Universities / Institutions which are in the top 20 positions in the latest NIRF ranking and also conducting examination towards award of marks and grades. (NIRF Ranking of any of the last three years with respect to the year in which course is to be registered; NIRF ranking is based on respective stream for professional elective courses and based on any stream for open elective courses).

Students are also permitted to enroll and undergo such courses in Online mode at Universities abroad in top 500 in QS ranking in the last three years

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 Centre for Academic Courses The credits earned by the students in the University abroad shall be transferred as per the learning agreement.

In the case of 4.10, the students can enroll for the courses with the approval of the Head of the institution only if the course is offered directly by Institution / University and not with the edu-tech platforms.

The marks / credits earned by the student shall be transferred based on the decision of a committee constituted by the Head of the Institution.

4.11. 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 (i) National/State funded research institutions / laboratories and (ii) reputed companies (manufacturing or software) related to the programme, and (b) reputed companies involved in transfer of knowledge provided the knowledge transferring company is a spinoff from an Engineering / Technology practicing Industry and sharing the work experience of the respective industry. The companies mentioned in 4.11(ii) (a) and the company with which the knowledge transfer company associated in the case of 4.11(ii) (b) should have average annual turnover of more than 200 crores over a period of 5 years. However, the academic content and delivery shall be in consonance with the University academic standards and norms.

The minimum qualification of the course instructor from the company as mentioned in 4.11.(ii) shall be B.E. / B.Tech with 10 years of research / industrial experience. Such courses shall be offered through MOU between the Institution and organizations / companies. 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 Head of the Department and approved by the Head of the Institution.

For the offer of each course under 4.11, 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 / laboratories / industry / company for the continuous assessment and end semester examination conducted by the Institute. The passing requirements are as per regulations.

4.12 B.E. / B. Tech. (Honors) Specialization in the same discipline, B.E. / B. Tech. (Honors) and B.E. / B. Tech. minor in another specialization.

The following norms are offered to B.E. / B.Tech students

(i) B.E. / B. Tech. Honors (specialization in the same discipline) :

- a). The student should have earned additionally a minimum of 18 credits from a vertical of the same program.
- b). Should have passed all the courses in the first attempt.

c). Should have earned a minimum CGPA of 7.50.

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

The student should have earned additional courses (minimum of 18 credits) from more than one vertical of the same program.

a). Should have passed all the courses in the first attempt.

b) Should have earned a minimum CGPA of 7.50

c). The student should complete the additional 18 credits within 4 ½ years.

(iii) B.E. / B. Tech. (minor in another specialization)

For 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), as approved by the Centre for Academic Courses.

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.

For the categories 4.12(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.

For the category 4.12 (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 7.50 and above.

B.E / B.Tech. (Hons.) or B.E. / B.Tech. Minor shall be offered by the Department irrespective of the number of students enrolled.

If a student decides not to opt for Honors, 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.

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.

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.

For Hons. the student should have passed all the courses in the first attempt. The student should complete the additional 18 credits within 4 ½ years.

5. Duration of the Programme

- 5.1 Each academic year will consist of Two semesters.
- 5.2 The normal and maximum permissible number of semesters for each programme is as given in **Table 6**.
- 5.3 The duration of the programme shall be followed as per the regulations published by Anna University from time to time.
- 5.4 Each semester shall normally consist of 75 working days or 540 periods of 50 minutes each. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that

the teacher teaches the full content of the specified syllabus for the course being taught.

- 5.5** The Head of the Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods. But for the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 6) by the students, following method shall be used.

$$\text{Attendance} = \frac{\text{Total no. of periods attended in all the courses per semester}}{\text{(No. of periods / week as prescribed in the curriculum) } \times 15 \text{ taken together for all courses of the semester}} \times 100$$

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.

- 5.6** 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 5.3 irrespective of the period of break of study vide clause 19 in order that he / she may be eligible for the award of the degree vide clause 20.

Table 6 – Duration of the Programme

Category	Number of Semesters	
	Normal	Maximum Permissible
Regular	8	14
Lateral Entry	6	12

6. Course Registration

- 6.1** The student shall register for the courses that she / he is proposing to undergo in the ensuing semester. Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6 credits (vide clause 6.2). The student can also register for courses for which the student has failed in the earlier semesters. This registration is for undergoing the course as well as for writing the End Semester Examinations. No Elective course shall be offered by any department unless a minimum 20 students register for the course. However, if the students admitted

in the associated branch & semester is less than 20, this minimum will not be applicable.

The courses that a student registers for, in a particular semester may include :-

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

6.2 Flexibility to Add / Drop Courses

6.2.1 A student has to earn the total number of credits specified in the curriculum of the respective Programme of study in order to be eligible to obtain the degree.

6.2.2 From fourth to final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses cannot exceed 6.

6.2.3 The UG student shall register for the Project work in the final semester only.

6.2.4 From fourth semester onwards, the student has the option to study additionally a maximum of 2 theory courses (only electives if offered) in a semester.

6.2.5 In case, a student drops a course of study in one semester, he / she shall register for that course in the next given opportunity and earn necessary attendance in that course exclusively to become eligible to appear for the End Semester Examinations (ESE) in that course.

6.3 Add / Drop Period

A student can add or drop the courses registered within the first 5 instructional days, from the commencement of a regular semester.

This is subject to the minimum / maximum number of credits required to be registered in a semester as specified vide clause 6.2.

6.4 Registration of additional courses

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 (Honors 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 this 36 credits.

6.5 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 have 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 20. 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. Class Coordinator and Student Mentor

7.1 Class Coordinator (Advisor)

Head of the Department will allot one faculty member to be the class advisor for a particular batch of students throughout their period of study. The role of class advisors is as follows:

- i) To motivate and closely monitor the performance of the students.
- ii) To build a strong alumni base for the institution by maintaining a meaning full support with students and parents.

- iii) To maintain all important documents of the students for reference / inspection by all committees.
- iv) To work closely with the student mentors on matters related to students attached to the student mentors and update the details of the students from time to time.

Specifically with respect to CBCS, the class advisors will:

- i) Guide students to get enrolled and register for courses of a semester.
- ii) Authorise the final list of students registered for the courses at the beginning of each semester.

7.2 Student Mentor

By guiding and mentoring students, faculty can create a greater sense of belongingness amongst our student community. To help the students in planning their courses and for general guidance on the academic programme, the Head of the Department will allot a certain number of students to a teacher of the department who shall function as student mentor throughout their period of study.

The student mentor will guide / monitor the courses chosen by the students, check attendance and progress of the students and counsel them periodically. The student mentors should ensure that each student is made aware of the various options for progress. Students are monitored and guided to become overall performers. Students select and work for career choices of their interest. The student mentors shall update and maintain the student mentor record of each student attached to them. The student mentors shall also help the class advisors to update the students details attached to them.

The student mentor may also discuss with the class advisor, HoD and parents about the progress of the students.

8. Class Committee

8.1 Every class will have a class committee constituted by the HoD. The members of the class committee will be as follows :-

8.1.1 Chairperson (a senior faculty who is preferably not teaching any course for the class)

8.1.2 All faculty handling courses for the class

- 8.1.3** Students (a minimum of 6 consisting of 3 boys and 3 girls on pro-rata basis)
- 8.2** The functions of the class committee shall include the following:-
- 8.2.1** Clarify the regulations of the programme and the details of rules therein.
- 8.2.2** Inform the student representatives about the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- 8.2.3** Inform the student representatives about the details of Regulations regarding marks assigned 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
- 8.2.4** Analyze the performance of the students of the class after each assessment test and initiate steps for improvement.
- 8.2.5** Identify slow learners, if any and request the faculty concerned to provide additional help / guidance / coaching to such students.
- 8.2.6** Discuss and sort out problems experienced by students in the classroom and in the laboratories.
- 8.3** The class committee shall be constituted within the first week of commencement of any semester.
- 8.4** The chairperson of the class committee may invite the class advisor / student mentor and the Head of the Department to the meeting of the class committee.
- 8.5** The Principal may participate in any class committee meeting.
- 8.6** The chair person is required to prepare the minutes of every meeting, submit the same through the Head of the Department to the Principal within two days of the meeting and arrange to circulate the same among the students and faculty concerned. Points requiring action by the management shall be brought to the notice of the management by the principal.
- 8.7** The class committee meetings are to be conducted as scheduled below.

Meeting 1	One week from the date of commencement of semester
Meeting 2	One week before the 1 st assessment test
Meeting 3	One week before the 2 nd assessment test

During the first meeting of the class committee, the students are to be informed about the nature and marks of assessments as per the framework of the Regulations. During these meetings the student representatives shall meaningfully interact and

express opinions and suggestions of the students of the class to improve the effectiveness of the teaching-learning process.

9. Course Committee for Common Courses

Each common theory / laboratory course offered to more than one class / branch shall have a Course Committee, comprising all the faculty teaching the common course with one of them nominated as Course Coordinator.

S.No	Nature of common courses	Person Responsible for Forming Course Committee and Nominating Course Coordinator
1	For common course handled in a particular department	Respective HoD
2	For common courses handled in more than one department	Controller of Examinations (CoE) / Deputy Controller of Examinations (Dy CoE) to put up the course committee details to the Principal, get the same approved and intimate to the concerned faculty

The course committee will ensure that a common question paper is prepared for the tests / exams and uniform evaluation is carried out. The Course committee will meet a minimum of 3 times in each semester. The schedule for the course committee to meet is as follows.

Meeting 1	Before one week of the start of the semester
Meeting 2	One week before 1 st assessment test
Meeting 3	One week after 2 nd assessment test

10. Requirements for Completion of a Semester

- 10.1** A student who has fulfilled the following conditions shall be deemed to have satisfied the attendance requirements for appearing in the end semester examinations.
- 10.2** Ideally every student is expected to attend all periods and earn 100% attendance. However, the student shall secure not less than 75% of overall attendance taking in to account the number of periods prescribed for each course in the curriculum.

Note: Faculty members have to mark attendance as “**present**” only for those students who are **physically present** in the class.

Note: The need to award On Duty (OD) is eliminated as the student shall benefit from the 25% margin in attendance in each course to take part in co-curricular and extra-curricular activities.

10.2.1 Apart from 25% margin in attendance, an additional 10% relaxation in attendance shall be provided (after being recommended by Department Consultative Committee) for students who secure attendance greater than or equal to 65% and less than 75% in overall attendance in the current semester due to the following reasons only:

- i) Medical reasons (hospitalization / accident and or illness)
- ii) Due to participation in sports events or design competitions or NCC and or NSS activities with prior written permission from the Head of the Institution through the Head of the Department

The student shall be considered for exemption from the prescribed attendance requirement for the reasons stated above and if exempted, the student shall be permitted to appear for the end semester examinations.

In all such cases, the students should have submitted the required documents on joining after the absence, to the Head of the Department through the Class Advisor.

10.2.2 A student who secures attendance of less than 65% in overall attendance after considering the exemption from the prescribed attendance requirement for reasons as mentioned in Clause 10.2.1 shall not be permitted to appear for the End-Semester Examinations and not permitted to move to the next semester. The student shall seek readmission as per the norms of Anna University / DOTE (Directorate of Technical Education).

10.2.3 The days of suspension of a student on disciplinary grounds will be considered as days of absence for calculating the overall percentage of attendance.

11. Requirements for appearing for End Semester Examination

11.1 A student will be eligible to appear for the End Semester Examinations if the student has satisfied the attendance requirements (vide Clause 10.2) and has registered for examination of that semester by paying the prescribed fee.

11.2 Students who do not satisfy clause 10.2.1 and 10.2.2 shall not be permitted to appear for the End - Semester Examinations.

11.2.1 If a student is prevented from writing end semester examination due to lack of attendance, he is required to repeat the incomplete semester in the next academic year, as per the norms prescribed.

11.2.2 If a student fails to clear a course in three attempts (one attempt as regular and two attempts as arrears) in a particular course through end semester examinations / supplementary examinations, the CAM of that course will cease to be counted from the **fourth attempt** and the student will be allowed to appear for end semester examinations.

11.2.3 A course which has prerequisite can be registered for, by a student, provided, the student has passed in the prerequisite course.

11.2.4 If a student has lack of attendance as per clause [10.2.3.] the student will be detained in that semester in both Theory and Practical courses. The student cannot proceed to the next semester. The student shall seek readmission as per the norms of Anna University / DOTE (Directorate of Technical Education).

11.3 There will be no minimum CAM requirement in a course to register for the end semester examinations. CAM will be earned by a student as follows:

Theory Courses : Internal marks will be awarded by conducting two assessment Tests and assignments for all theory courses.

Practical Courses : Internal marks will be awarded by :

- i) "Continuous assessment" of the performance of the student in each laboratory exercise / experiment.
- ii) Conducting one model practical exam for every practical course.

Note : The students will be provided with a laboratory workbook and this will be the **only document** the student will maintain / get assessed periodically.

12. Retests

A student who has not appeared for any one of the two internal tests (theory courses) shall be permitted to appear for a Retest (only one retest is permitted) only under the following two cases :

Case 1: Participation in NCC, NSS, Sports (in the beginning of the year, the Physical Director should give the list of students who are in the institution team and who will represent the institution in sports events) or demise of immediate family member.

Case 2: Any other reasons: A committee constituting 1 Professor, 1 ASP / AP and Class Advisor will scrutinize the case and submit their recommendations to the HoD, who in turn will forward the proposal to the Principal, get the approval and conduct retest. In case, the retest is required by more than 10% of the students of a course, a review shall be done by a central committee appointed by the Principal and its approval is required.

Retests should be permitted only very rarely for genuine reasons with the approval of HoD and Principal. Retest is not permitted for improvement.

13. Provision for Withdrawal from End Semester Examination

13.1 A student may, for valid reasons (medically unfit / unexpected family situations / sports approved by HoI), be granted permission to withdraw (after registering for the examinations) from appearing for any course or courses in the end semester examinations. This facility can be availed **only once** during the entire duration of the degree programme.

Withdrawal of application will be valid only if the student is, otherwise, eligible to write the examination and the application for withdrawal is made 10 days prior to the examination in the concerned course or courses. The application for withdrawal should be recommended by the Head of the Department and approved by the Principal. Withdrawal will not be considered as appearance for the purpose of classification of degree under Clause 21.

13.2 In case of withdrawal from a course / courses, the courses 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.

- 13.3** 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).
- 13.4** 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.

14. System of Evaluation

14.1 General Guidelines

The total marks for each course (Theory and Practical) will be 100, comprising two components as given below.	Theory Course	Integrated Course	Practical / Laboratory Course / Project work
a. Continuous Assessment	40	50	60
b. End Semester Examination	60	50	40

14.2. Marks Distribution

14.2.1 Procedure for award of Marks is as follows

14.2.1.1 Theory Courses: The distribution of marks for theory courses for assessment test and End Semester Examination is given in **Tables 7 and Table 8** respectively.

Integrated Courses: Weightage of internal assessment and end semester examination marks will be 50% each for Integrated Courses.

The internal assessment will be based on two components. The internal test-1 and internal test – 2 will be from theory portions. The sum of marks from the two internal tests shall be reduced to 50 marks. For the laboratory component, assessment test will be made internally and the mark shall be reduced to 50 marks. The sum of these 100 marks may then be arrived at for 50 and rounded to the near est integer.

The distribution of marks for the theory and laboratory components in the end semester examination for integrated courses are provided below

L	T	P	R	C	Internal Assessment 1	Internal Assessment 2	End Semester Examination
1	0	4	0	3	Lab (25%)	Theory (25%)	Lab only (50%)
1	0	2	0	2	Lab (25%)	Theory (25%)	Lab only (50%)
2	0	2	0	3	Theory (25%)	Lab (25%)	Theory (25%) Lab (25%)
3	0	2	0	4	Theory (25%)	Lab (25%)	Theory (35%) Lab (15%)
2	0	4	0	4	Theory (25%)	Laboratory (25%)	Theory (15%) Lab(35%)
<p>R - component indicates Research activity. It is treated as a Laboratory.</p> <p>Students are oriented towards project based learning</p>							

14.2.1.2 Practical Courses: Every practical exercise / experiment in all practical courses will be evaluated based on the conduct of exercise / experiment and records maintained by the students. There will be one model practical examination. The criteria for awarding marks for continuous assessment is given in **Table 9**.

Table 7 – Distribution of Marks for Theory Course in Assessment Test

S. No.	Components for CAM	Syllabus Coverage for the test	Duration of the test	Marks (max.)	Question Paper Pattern
01	Unit Test – 1 (25 Marks)	Portion = 20 % of the first half of the syllabus	45 Minutes	2.5	Four question paper patterns have been listed for internal test. The selection of the pattern to be decided by the faculty handling the course.
02	Internal Test – I (50 Marks)	Portions = First 50 % of the syllabus	90 Minutes	10	PATTERN – 1 (50 Marks): Part A – 20 x 1 = 20 Marks Q.No.-1 to 20 - Multiple choice questions [#] and Part B – 15 x 2 = 30 Marks Q.No.- 21 to 35
03	Unit Test – II (25 Marks)	Portion = 20 % of the second half of the syllabus	45 Minutes	2.5	PATTERN – 2 (50 Marks): Part A - 10 x 1 = 10 Marks Q.No.-1 to 10 Multiple choice questions [#] , Part B - 05 x 2 = 10 Marks Q.No.-11 to 15 - (Short Answer) and Part C [§] - 03 x 10 = 30 Marks Q.No.-16 – compulsory, Q.No.-17, 18,19 (any two to be answered) PATTERN – 3 (50 Marks): Part A - 20 x 1 = 20 Marks Q.No.-1 to 20 - Multiple choice questions [#] and Part B [§] - 2 x 15 = 30 Marks Q.No.-21- Compulsory, Q.No.-22 and 23 (any one to be answered) Pattern – 4 (50 Marks): Part A – 5 x 2 = 10 Marks Q.No. 1 to 5 – Short answers and Part B–2 x 13 = 26 Marks Q.No 6 and 7 (either or type) Part C [§] – 1 x 14 = 14 Marks (either or type)
04	Internal Test – II (50 Marks)	Portions = Remaining 50 % of the syllabus	90 Minutes	10	
05	Retest (only once)	Re Test Portions = Middle 50% of the syllabus	90 Minutes	Same weightage as one internal test	Unit Test Pattern (25 Marks) Part A – 5 x 2 = 10 Marks, Part B – 1 x 8 = 8 Marks (compulsory), Part C - 1 x 7 = 7 Marks (either or to be answered) Note: HOTS of Bloom's taxonomy to be followed wherever applicable in all the patterns

[#](multiple choice, multiple selection, sequencing type, match the following, assertion – reason type)

[§]Case studies, analytical questions, design or evaluation or analysis or application oriented questions to be given in this part

Note: Part A questions in the level of K1, K2, K3, Part B questions in the level of K4, K5 and Part C in the level of K5, K6 are preferable

S. No.	Components for CAM	Syllabus Coverage for the test	Duration of the test in hours	Marks (max.)		Question Paper Pattern
06	Assignment (in the level of K4, K5 and K6 only)	-	-	7.5	15	<p>Assignments pattern for each course has to be finalized by the HOD before commencement of the semester and to be included in the course plan. The choice for assignment pattern is as follows:</p> <ul style="list-style-type: none"> • “1 [online] objective type test + 1 written assignment” pattern has to be used in at least two courses in a semester • A course for which minor project has not been given, either “2 written assignments” or “1 written assignment + 2 written quiz” pattern has to be used • for online objective type test, 50 multiple choice questions (multiple choice, multiple selection, sequencing type, match the following, assertion – reason type) for 50 marks has to be used
07	Group presentation	-	-	7.5		<ul style="list-style-type: none"> • 2 group presentations • Number of members in a group should match with the number of theory courses in the semester
08	Minor project [@]	-	-	15	15	01 minor project (individual / group)
09	Writing Intensive Course [@]	-	-	15	15	It can be in the form of written assignments, reports and case study in maximum of 3 courses during the entire programme of study.
10	Attendance (Refer clause-11)	Attendance will not contribute to CAM of a course				-
Total				40	-	
<p>Note: Internal Tests 1, 2 and Retest can have any one of the three patterns as indicated in Table 7. The course should have the same pattern for that semester internal assessment. The question paper pattern identified for a course should be intimated to the CoE, Principal, Students through the Head of the Department before the commencement of the course.</p> <p>[@](In place of assignment and group presentation) (in the level of K4, K5 and K6 only)</p>						

Table 8 - Distribution of Marks for Theory Course in End Semester Examination

S.No.	Exam	Syllabus Coverage for the exam	Duration of the exam in hours	Max. Marks Weightage	Question Paper Pattern
01	End Semester Exam	Full Syllabus	3	60	<p>Pattern 1:</p> <p>Part A -10 x 1 = 10 Marks Q.No:- 1 to 10 Multiple choice questions (multiple choice, multiple selection, sequencing type, match the following, assertion – reason type)</p> <p>Part B - 10 x 2 = 20 Marks Q.No.-11 to 20 Short Answer</p> <p>Part C - 05 x 14 = 70 Marks Q.No:- 21 – compulsory Q.No:- 22 to 27 (any four to be answered)</p> <p>Pattern 2:</p> <p>Part A – 10 x 2 = 20 Marks Q.No. 1 to 10 – Short answers and</p> <p>Part B – 5 x 13 = 65 Marks (either or type)</p> <p>Part C[§] – 1 x 15 = 15 Marks (either or type).</p> <p>For Mathematics PART B – 5 x 16 = 80 Marks (either or type)</p> <p>Total = 100 Marks</p> <p>Note 1 : Case studies, analytical questions, design or evaluation or analysis or application oriented questions to be given in part C. HOTS of Bloom's taxonomy to be followed where ever applicable</p> <p>Note 2: Question paper pattern for each subject shall be announced before the start of the semester.</p>
Total				60	
<p>[§]Case studies, analytical questions, design or evaluation or analysis or application oriented questions to be given in this</p> <p>Note: Part A questions in the level of K1, K2, K3, Part B questions in the level of K4, K5 and Part C in the level of K5, K6 are preferably</p>					

Table 9 - Distribution of Marks for Practical Course

Test	Time Period	Max Marks	Marks for IAT Marks (T:P Hrs.)				Portions
			X:0	2:2	3:2	3:2	
Unit Tests:							
Unit Test 1	On completion of First Unit (as per the academic calendar)	25	2.5	1.5	2	1	First Unit
Unit Test 2	On completion of Fourth Unit (as per the academic calendar)	25	2.5	1.5	2	1	Fourth Unit
These tests are planned at the department level against the schedule released by COE & Principal (within the dates specified in Academic Calendar)							
IATs							
IAT No. 1	On completion of first 2.5 units	50	10	6.5	9	3.5	First 2.5 Units
IAT No. 2	On completion of Last 2.5 units	50	10	6.5	9	3.5	Last 2.5 Units
Total IAT marks (from Tests)			25	16	22	9	

S. No.	Components for CAM	Marks (Max.) based on hours ratio of T&P			
		X:0	2:2	3:2	2:4
i.a	Assignment (in the level of K4, K5 and K6 only)	7.5	4.5	6.5	3
i.b	Group presentation (Minimum 2 presentations per course and Students are divided into groups and number of members in a group equals number of theory courses of the semester)	7.5	4.5	6.5	3
ii	Minor project (Minimum 1 minor Project and can be Group or Individual)	15	9	13	6
iii	Writing Intensive Course (for Maximum 3 courses of the program)	15	9	13	6

For exclusive Laboratory courses CAM is for 60 Marks and ESE is for 40 Marks (and for theory with embedded projects it is 50 & 50) as detailed here under.

Items	Marks (Maximum) according hours ration of T & Practical				
	0:X	1:2 & 1:4	2:2	3:2	2:4
i) Continuous assessment	45	37.5	19	11	26
ii) Model practical examination	15	12.5	6	4	9
iii) Total (CAM) (I + ii)	60	50	25	15	35
iv) End Semester Examination	40	50	25	35	15
Total (iii + iv)	100	100	50	50	50

Continuous Assessment Marks are awarded for each exercise as per the following table:

Parameters for internal Assessment of Laboratory Experiments	Marks
1. Preparation	2
2. Conduct of the exercise / experiment	3
3. Observations made (data collection in the work book)	2
4. Calculations, inferences, result	2
5. Viva-voce	2
Total	10

14.2.1.3 Project Work / Startup / pre - Start up

The student shall register for Project Work in final semester. Project work may be allotted to a single student or to a group of students not exceeding 4 per group. The student is also permitted to undergo a semester long internship in an industry / academic / research institution.

14.2.1.3.a Project Work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree or (ii) Ph.D. degree.

14.2.1.3.b The Project Work carried out in industry / academic / research institution shall be jointly supervised. The Project Work shall be jointly supervised by a supervisor of the department and an expert from the organization as a joint supervisor 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.

14.2.1.3.c The Head of the Institutions shall constitute a review committee for Project Work for each programme. The review committee consists of supervisor, an expert from the Department and a project coordinator from the Department. If the project coordinator / expert member happen to be the supervisor, then an alternate member shall be nominated. In the case of Industrial Project / Internship, the review committee shall consist of the supervisor, the coordinator from industry and the project coordinator from the Department.

There shall be three reviews conducted by the review committee. The student shall 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 (as per the scheme given in 12.4.4).

14.2.1.3.d The project report shall carry a maximum of 10 marks. The project report shall be submitted as per the approved guidelines as given by the University time to time. 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 awarded to each student of the project group is based on the individual performance in the viva-voce examination will carry 20 marks.

Continuous Assessment (60 Marks)			End Semester Examinations (40 Marks)			
Review I	Review II	Review III	Project Report	Viva-Voce Examination		Publication
20	20	20	External	Internal	External	Quality
			10	10	10	10

In the case of industrial projects, the marks allotted for supervisor will be shared equally by the supervisor from the Department and coordinator from Industry.

14.2.1.3.e 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, it will be considered as fail in the Project Work and the student shall re-register for the same in the subsequent semester.

14.2.1.3.f Students shall also undertake a start-up activity for the development of products as part of project work. If the outcome of a start-up is a fully developed product and whose concept is tested and validated, then it shall be considered in lieu of the project work. Such students shall submit a startup / pre- start-up report, which includes the concepts and process flow of the developed product, publications and patents, if any.

The evaluation of the start-up report is as per the clause 14.2.1.3.d

Marks Allotment for Publications	
Publications in reputed journals with impact factor	10 marks
International / National Conference Publications which can be located on Internet and / or are included in hard-copy volumes / proceedings, published by reputed publishers	05 marks
Publications in any other journals, including open access journals	05 marks
International / National Conference Publications in hard-copy volumes / Proceedings for conferences conducted by reputed Institutions (like IIT, II Sc, NIT, Govt. aided colleges, Latest NIRF less than 200 th Rank)	04 marks
Publications in any other conference	02 marks

14.2.1.4 Attendance and Assessment Record

Every faculty is required to maintain an “ATTENDANCE AND ASSESSMENT RECORD” for each course handled, which consists of students attendance in each lecture / practical / project work class, the assessment marks and the record of class works (topics covered). 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 assessment marks and attendance. The HoD after due verification will sign the above record. At the end of the semester, the record

should be submitted to the Principal for verification. After such verification, these records will be kept in safe custody by the respective HoD for five years. **Minimum overall attendance of 75% in a course will be an eligibility criterion to take up end semester examinations and attendance will not contribute to CAM of a course.**

*Note: *In this case Head of the Department is the service taken Department Head. Example, Physics is a service course in Electrical Engineering department, then record of class work to be submitted to Electrical Engineering Department Head.*

14.3 End Semester Examinations

14.3.1 Theory Courses

The End Semester Examinations for theory courses will be conducted with the pattern of Question Paper and duration as stated in Table 7 under clause 14.2.1.1. The evaluation will be for **100 marks**. However, the question paper pattern for courses like Engineering Graphics and Machine Drawing will be designed differently to suit the specific need of the courses.

14.3.2 Practical Courses

End semester examinations for practical courses will be conducted jointly by one internal examiner and one external examiner, appointed by the Controller of Examinations with the approval of the Principal. The evaluation will be for **100 marks** and the weightage for End Semester Practical examination will be **40 marks**.

14.3.3 Question Paper Setting for ESE

Both internal and external experts with sound knowledge in Revised Bloom's Taxonomy will be appointed for setting question papers by the Controller of Examinations. Head of the department will give internal list of panel of question paper setters to Controller of Examination when requested.

14.3.4 Evaluation of Answer Book

Both internal and external members will be appointed for evaluating answer books by the Controller of Examinations. Head of the department / Board Chairman will suggest the list of internal and external examiners based on the subject expertise and experience of faculty members available to Controller of Examination.

14.4 Malpractice

If a student indulges in malpractice in any continuous assessment test / end semester examinations, he / she shall be liable for punitive action as prescribed by the University.

14.5 Supplementary Examinations

A student failed in practical / theory courses in regular examination should compulsorily register for the same in the subsequent semester as a supplementary examination.

Students who have completed the eighth semester will be eligible for attending the **special supplementary exam** for all semester arrear papers (from 1st to 8th semesters) in the even semester examination session, soon after their eighth semester regular examination results. Students can register **only up to a maximum of six courses** for the special supplementary exams. Controller of Examinations (COE) will publish a schedule of special supplementary examinations after the last date of registering for the examinations. The pattern of evaluation will be the same as that of end semester examinations. The revaluation of answer script will not be applicable for special supplementary examinations. However challenge of evaluation of answer script is allowed. The arrear examination will be termed as supplementary examinations and such appearance in supplementary exam will be treated as another attempt and will be reflected in the grade sheet.

Note: Refer clause 16 for procedure for revaluation / challenge of evaluation.

14.6 A student who has appeared and passed any course is not permitted to re-enroll / re-appear in the course / exam for the purpose of improvement of the grades.

14.7 Assessment for Employability Enhancement Courses

Employability Enhancement Courses can be evaluated through seminar / case study which is purely internal (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee and for each seminar, marks can be equally apportioned. The three member committee appointed by Head of the Institution will evaluate the seminar and at the end of the semester the marks can be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper (40%), presentation (40%) and response to the questions asked during presentation (20%).

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

14.8 Assessment for Value Added courses

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

14.9 Assessment for Online Courses

The credits earned through online courses in SWAYAM platform can be transferred in lieu of Professional Elective / Open Elective courses with the approval of Standing Committee. If a student passes the course, offered and evaluated by NPTEL, the equivalent grade recommended by Anna University for the marks awarded by the NPTEL will be considered for the course. As per Anna university recommendations, if a student passes the course as evaluated by the NPTEL offering the course, the absolute grading system shall be followed and the grades shall be decided as follows.

Letter Grade	Marks
O	90 – 100
A+	80 – 89
A	70 – 79
B+	60 – 69
B	50 – 59
C	40 – 49

14.10 Internal marks approved by the Head of the Institution shall be displayed by the respective HODs within 5 days from the last working day.

15. Passing Minimum

15.1 Passing minimum for each theory, practical courses and project work is :

- **45%** in the end semester examinations
- **Minimum 50%** of the grand total of continuous assessment marks and end semester examinations marks put together.

For students scoring less than the passing minimum marks in the end semester examinations, the term “**U**” against the concerned course will be indicated in the grade sheet. The student has to reappear in the subsequent examinations for the concerned course as arrears as and when it is offered next. For a student who is absent for theory / practical / project viva-voce, the term “**UA**” will be indicated against the corresponding course. The student should reappear for the end semester examinations of that course as arrear in the subsequent semester as and when it is offered next. The letter grade “**WD**” will be indicated for the courses for which the student has been granted authorized withdrawal (refer clause 13). The student should reappear for the end semester examinations of that course in the subsequent semester as and when it is offered next. For students having shortage of attendance, letter grade ‘**SA**’ against the concerned course will be indicated in the grade sheet. The student should re-register for the course again, when offered next. (refer clause 11.2.1)

16. Methods for Redressal of Grievances in Evaluation

Students who are not satisfied with the grades awarded, can seek redress by the methods given in **Table 10**.

Note: All applications to be made to CoE along with the payment of the prescribed fee.

Table 10 – Grievance Redress Methodology in Evaluation

S.No	Redress Sought	Methodology
		Regular Examination & Supplementary Examination
1.	Revaluation	Students who wish to apply for Revaluation can register directly by paying the fees within 5 working days from the publication of results and apply for Revaluation. Maximum a student can register 5 theory courses for revaluation.
2.	Challenge of Evaluation	Students who wish to apply for Challenge of Evaluation can register directly by paying the fees within 3 working days from the publication of results and apply for Challenge of Evaluation. They need not apply for regular revaluation. Maximum a student can register 5 theory courses for Challenge of Evaluation.

These are applicable only for theory courses in regular and supplementary examinations subject to maximum of 5 theory courses in a semester.

16.1 Challenge of Evaluation

- a) A student can make an appeal to the CoE for the review of answer scripts after paying the prescribed fee.
- b) A Committee consisting of 2 experts appointed by CoE will review and declare the result.
- c) If the result is in favour of the student, the fee collected will be refunded to the student.
- d) The final mark will be announced by CoE.

17. Classification of Performance

17.1 Award of Letter Grades

17.1.1 Course Performance

The performance of a candidate in a course is reported through letter grade as per the guidelines specified by Anna University.

Project Work / Internship and Laboratory Courses: Fixed grading procedure shall be followed for these courses.

Theory courses: The award of letter grades will be decided based on relative grading principle

For those students who have passed the course (Theory course / Laboratory integrated courses / Theory Integrated courses / All other employment enhancement courses except Laboratory course / project work courses), the relative grading shall be done. The marks of those students who have passed only shall be inputted in the software developed for relative grading. The evolved relative grading method normalizes the results data using the BOX-COX (as specified by Anna University) transformation method and computes the grade range for each course separately and awards the grade to each student.

– For a given course, if the students' strength is greater than 30, the relative grading method shall be adopted. However, if the students' strength is less than or equal to 30 then the fixed grading shall be followed with the grade range as specified below.

– Each letter grade is assigned with certain grade points. The letter grades and their grade points are detailed in Table 11.

Table 11 – Letter Grades and Grade Points

Grade Range for Absolute Grading						
O	A+	A	B+	B	C	U
91 - 100	81 - 90	71 - 80	61 - 70	56 - 60	50 – 55	< 50

Letter Grade	Grade Points
O (Outstanding)	10
A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Average)	6
C (Satisfactory)	5

U (Re-Appearence)	0
SA (Shortage of Attendance)	-
WD (Withdrawal)	-
UA (Absent)	-
WH (With Held)	-

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

'SA' denotes shortage of attendance (as per clause 10.2.2) and hence prevention from writing the end semester examinations. 'SA' will appear only in the result sheet.

- 'U' denotes that the student has failed to pass in that course. 'WD' denotes withdrawal from the exam for the particular course. The grades U and WD will figure both in Marks Sheet as well as in Result Sheet. both cases, the student has to appear for the End Semester Examinations. CAM has to be earned for 'SA' category only. If the grade WD is given to course, the attendance requirement need not be satisfied.
- If the grade U is given to a course (theory / practical / integrated), the attendance requirement need not be satisfied, but has to appear for the end semester examination and fulfill the norms specified in Clause 11 to earn a pass in the respective course.
- If the grade U is given to EEC (Employability Enhancement Course) (except Project Work), **which are evaluated only through internal assessment**, the student shall register for the course again in the subsequent semester, fulfill the passing requirements to earn pass in the course. However, attendance requirement need not be satisfied.

17.1.2 Attendance Performance

Attendance is the physical presence and active learning participation of a student in the class / laboratory / field work etc., Every faculty member facilitating a course will maintain a record of students attendance and their learning participation till the last instruction day in the semester. The percentage of attendance calculated up to this point subject wise will be indicated in grade sheet by a code letter as in **Table12**.

Table 12 – Letter Code for Attendance Performance

Attendance Rounded to	Letter Code
95 % and above	H+
85 to 94 %	H
75 to 84 %	M
Below 75 %	L

17.2 For the Co-curricular activities such as National Cadet Corps (NCC) / National Service Scheme (NSS) / NSO / YRC, a Completed / Not Completed grading will appear in the mark sheet. Every student who has opted for the above courses shall put in a minimum of 75% attendance in the training and attend the camp compulsorily. A Completed grade in the above co-curricular activities is compulsory for the award of degree.

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

17.4 Semester Grade Point Average (SGPA)

On completion of a semester, each student is assigned a Semester Grade Point Average which is computed as below for all courses registered by the student during that semester.

$$\text{Semester Grade Point Average} = \frac{\sum (C_i \times GP_i)}{\sum C_i}$$

Where C_i is the credit for a course in that semester and GP_i is the Grade Point earned by the student for that course.

The **SGPA** is rounded off to two decimals.

17.5 Cumulative Grade Point Average (CGPA)

The overall performance of a student at any stage of the degree programme is evaluated by the Cumulative Grade Point Average (CGPA) up to that point of time.

$$\text{Cumulative Grade Point Average} = \frac{\sum (C_i \times GP_i)}{\sum C_i}$$

Where C_i is the credit for each course in each of the completed semesters at that stage and GP_i is the grade point earned by the student for that course.

The **CGPA** is rounded off to two decimals.

18. Issue of Grade Sheets

- 18.1 Separate grade sheet for each semester will be given to the students by the CoE after the publication of the results.
- 18.2 After the completion of the programme, a consolidated grade sheet will be issued to the students.
- 18.3 No separate grade sheet for special supplementary examination will be issued to the students by the CoE after the publication of special supplementary examination result. The result of the special supplementary examination will get reflected only in the consolidated statement of grade (that is, consolidated grade sheet).

19 Temporary Break of Study from a Programme

- 19.1 Break of study is not normally permitted. However, if a student intends to temporarily discontinue the programme in the middle of a semester / year for valid reasons (such as accident or hospitalization due to prolonged ill health) and wishes to rejoin the programme in the next year, he / she shall request in advance to the Principal through the Head of the Department stating the reasons. The application shall be submitted not later than the last date for registering for the semester examinations in that concerned semester. Break of study is permitted only once during the entire period of the degree programme.
- 19.2 The student permitted to rejoin the programme after the break, shall be governed by the rules and regulations in force at the time of rejoining.
- 19.3 The duration specified for passing all the courses for the purpose of classification of degree (vide Clause 20) shall be increased by the period of such break of study permitted.
- 19.4 If a student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted Break of Study and Clause 21 is not applicable for this case.

20 Eligibility for the Award of Degree

A student shall be declared to be eligible for the award of the B.E. / B. Tech. Degree provided the student has successfully completed the course requirements and has passed all the prescribed examinations in all the Eight semesters (**Six** semesters for lateral entry) within a maximum period of 7 years

(6 years for lateral entry) reckoned from the commencement of the first semester to which the candidate was admitted.

21. Classification of Degree

The degree awarded to eligible students will be classified as given in **Table 13**.

- 21.1** A student who is absent for the end semester examinations in a course / project work after having registered for the same shall be considered to have appeared for that examination for the purpose of classification.

Table 13 – Classification of Degree*

21.1 First Class with Distinction

Degree (i)	Duration of program (ii)	Duration of permitted (iii)	Additional credits above the requirements of curriculum (iv)	CGPA (v)	Pass In (vi)	Break of study (vii)	Prevention due to lack of attendance	Withdrawal from writing end semester examination (viii)
B.E. / B. Tech (Regular)	4 years	5 years	-	8.50 and above	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E. / B. Tech Lateral Entry	3 years	4 years	-	8.50 and above	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E. / B. Tech (Honors) specialization in the same discipline	3 / 4 years (lateral entry, Regular, respectively)	4 / 5 years (lateral entry, Regular, respectively)	18 credits from any one vertical of the same programme	8.50 and above	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

Degree	Duration of program	Duration of permitted	Additional credits above the requirements of curriculum	CGPA	Pass In	Break of study	Prevention due to lack of attendance	Withdrawal from writing end semester examination
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)		(viii)
B.E. / B. Tech (Honors)	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 and above	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E. / B.Tech minor in other specialization	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 and above	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

21.2 First Class

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits (iv)	CGPA (v)	Pass in (vi)	Break of study (vii)	Prevention due to lack of attendance	Withdrawal from writing end semester examination (viii)
B.E. / B.Tech. (Regular)	4 years	5 years	-	6.50 and above but below 8.50	-	One year authorized break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-
B.E. / B. Tech Lateral Entry	3 years	4 years	-	6.50 and above but below 8.50	-	One year authorized break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-

Degree	Duration of programme	Duration permitted	Additional credits	CGPA	Pass in	Break of study	Prevention due to lack of attendance	Withdrawal from writing end semester Examination
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)		(viii)
B.E. / B. Tech (Honors) specialization in the same discipline	3 / 4 years (Lateral entry, Regular, respectively)	4 / 5 years (Lateral entry, Regular, respectively)	18 credits from any one vertical of the same programme	6.50 and above but below 8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E. / B. Tech (Honors)	3 / 4 years (Lateral entry, Regular, respectively)	4 / 5 years (Lateral entry, Regular, respectively)	18 credits from more than one vertical of the same programme	7.50 and above but below 8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Not permitted (iii)	Will not be considered as an attempt
B.E. / B. Tech minor in another specialization	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 and above but below 8.50	First attempt	One year authorized break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-
* As announced and updated by Anna University time to time								

21.3 Second Class

B.E / B. Tech, Regular, sandwich and lateral entry and B.E. / B.Tech. Minor in other specialization degree students(not covered in clauses 21.1 and 21.2) who qualify for the award of the degree shall be declared to have passed the examination in **Second class**.

21.4 Student earned additional 18 credits as per clause 4.10(i) and (ii) but does not satisfy the conditions mentioned in 21.1 or 21.2 shall not be awarded B.E / B.Tech. Honors In such cases the mark sheet will show the additional courses studied and those courses shall not be considered for CGPA computation. In such case if the student becomes eligible for First Class, while computing CGPA without taking into account the additional course studied, the student shall be awarded B.E / B. Tech in First Class only.

22. Award of Degree

The award of Degree to all eligible students will be issued by Anna University Chennai. The consolidated Grade Sheets will be issued by the Institution.

23. Personality and Character Development Courses / activities related to Social outreach (as part of Mandatory course)

All students shall enroll, on admission, in any one of the personality and character development programmes **NCC / NSS / NSO / YRC** 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.

National Cadet Corps (NCC) will have about 20 parades.

National Service Scheme(NSS) will have social service activities in and around the College / Institution.

National Sports Organization (NSO) will have Sports, Games, Drills and Physical exercises.

Youth Red Cross (YRC), Blood Donation Club (BDC) 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.

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.

Literary Club like 'Tamil Ilakkiya Mandram', English Literary Club shall be formed, which shall organize colorful literary events to propagate language proficiency, good humanist values, morals and ethics reflected in the literature.

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.

24. Discipline

24.1 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 University / College.

The Head of the Institution shall constitute a disciplinary committee consisting of the faculty members to enquire into acts of indiscipline.

The HoD of the faculty of the students will be one of the members.

24.2 If a student indulges in malpractice in any of the University / internal examination he / she shall be liable for punitive action as prescribed by the University from time to time.

25. Special Provisions

25.1 1 / 2 / 3 Credit Industry Supported Courses

Students can also opt for 1 / 2 / 3 credit industry supported courses for a minimum of 15 / 30 / 45 hours duration, which will be offered by experts from industry on specialized topics apart from the prescribed courses of study of the programme. Students can complete such 1 / 2 / 3 credit industry supported courses during the

semesters 3 to 7 as and when these courses are offered by any of the departments. A students can earn maximum of 9 credits through industry supported courses.

Steps involved in designing and assessment of one credit courses:

- Step1:** The HOD and industry expert shall decide name and syllabi of the industry supported courses.
- Step2:** The concerned HOD shall collect the name list of the students who are interested in attending the above course. Each batch should consist of 10 to 30 students.
- Step3:** The course shall be taught by industry experts as a course instructor.
- Step4:** The course instructor shall give assignments and conduct assessment tests and viva voce as needed.
- Step 5:** The continuous and final assessment of the course shall be conducted and evaluated by the industry expert. There will not be any external assessment for this course.
- Step 6:** No end semester examination for industry supported courses will be conducted. Instead, industry in consulting with HoD, must decide the assessment process and conduct the evaluation and communicate the final marks to the HoD.

Passing criteria is 50% (that is, 50 marks out of 100 marks). If the student passes the course, it will be indicated in the grade sheet with the corresponding grade. The grading system will be same as that followed for the other theory and practical courses. If the student fails to pass the course, the industry supported courses course will not get reflected in the grade sheet. There is no arrear exam for these courses.

25.2 Considering 3 credits earned through industry supported courses in lieu of one three credit professional elective course

- 1 / 2 / 3 credit industry supported courses may be offered from 3rd to 7th semesters.
- Earning of 3 credits through industry supported courses will be taken in lieu of one professional elective course. This provision will be provided only once with the approval of the Principal.

Out of the 3 one credit courses so considered in lieu of one professional elective course, all 3 or minimum of 2 one credit courses are to be technical courses and one of the 1 credit courses may be in humanities also. The grade for this professional elective course will be the average grade of the 3 considered one credit courses.

26. Human Excellence Courses

Human Excellence courses like Yoga (with one credit for each of the two courses in two different semesters, 15 hours duration per semester) will be offered. Credits and grade will be indicated for these courses in the grade sheet and will not be considered for computing CGPA.

Evaluation procedure for Human Excellence courses

26.1 General Guidelines

The total marks for each course will be 100, which will be assessed continuously.

- Continuous Assessment Marks (CAM) – 100 Marks

26.2 Marks distribution

Procedure for award of Continuous Assessment Marks (CAM) has been shown in **Table 14**.

Table 14 - Evaluation Procedure for Human Excellence Courses

S.No	Components for CAM	Marks (Max)	Remarks
1	Practical (Yoga demonstration)	40	Yogasana Practical assessment shall be conducted during regular classes. Criteria for evaluation will be correctness, poise and ease of performing yoga postures.
2	Assignment	10	The class will be divided into maximum seven groups. Each group shall submit a report / concept note on a specific issue (or) individual assignment

3	Written examination	50	<p>Any one of the following patterns to be used to prepare the test question paper:</p> <p>Pattern 1: 05 Descriptive type questions × 10 marks = 50 marks (Any 05 out of 07 questions)</p> <p>Pattern 2: 10 Short Answer type questions × 02 marks = 20 marks (Any 10 out of 12 questions)</p> <p>03 Descriptive type questions × 10 marks = 30 marks (Any 03 out of 04 questions)</p>
Total		100	

26.3 Minimum Completion Criteria

Minimum for each human excellence course is **50% of CAM**

26.4 Lack of Attendance

If a student has lack of attendance in human excellence course, the student should re-register for the course when it is offered next in the subsequent year.

26.5 Failure in Human Excellence Courses

If a student gets less than 50% in a human excellence course, the CAM will get nullified. The student has to take up the assessments as stated under Table 14 based on which CAM will be evolved. The schedule for such assessments will be announced by the Controller of Examinations as per norms applied for other theory courses.

27. Internationalization

Students are motivated to take-up projects / internships / certifications / courses in reputed universities abroad after 1st year of the programme.

- The concerned department or institution is accredited by their national board or international board.
- The suitable concession in credits to be recommended by DCC and approved by the standing committee prior to the student attending the course.
- Grade to be finalized with the visiting University and HoD of the concerned department of the institution.

28. Revision of Regulations and Curriculum

The Institution may from time to time revise, amend or change the Regulations, scheme of Examinations and syllabi, if found necessary. The Academic Council assisted by the Board of Studies and the Standing Committee will make such revisions / changes.

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