SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE – 641 104

AUTONOMOUS INSTITUTION AFFLIATED TO ANNA UNIVERSITY, CHENNAI

REGULATIONS 2024

CHOICE BASED CREDIT SYSTEM

(For the students admitted to M. E. Programme from the Academic Year 2024 - 2025 onwards)

As per the guidelines given by the University Grants Commission, All India Council for Technical Education and Affiliating University (Anna University - Chennai), Regulations 2024 have been prepared integrating the features of the Choice Based Credit System (CBCS). The Regulation 2024 is applicable to the candidates admitted to the first year Master of Engineering (M.E.) Degree Programmes of the Institution in the academic year 2024-2025.

Note: The regulations, curriculum, syllabus and scheme of examinations are subjected to amendments as may be decided by the Academic Council of the Institution from time to time. Any or all such amendments will be effective from such date and to such batches of students as may be decided by the Academic Council.

1 PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

I. "**Programme**" means Post graduate Degree Programme e.g. M.E. Degree Programme.

II. "**Discipline**" means specialization or branch of M.E. Degree Programme like "VLSI Design", "Engineering Design", etc.

III. "**Course**" means Theory or Practical subject that is normally studied in a semester, like Applied Mathematics, Advanced Thermodynamics, etc.

IV. **"Head of the Institution"** means the Principal of the institution.

V. **"HOD"** means the Head of the Department.

VI. **"Controller of Examinations"** means the authority of the Institution who is responsible for pertaining to Autonomous Examinations.

VII. "**University**" means ANNA UNIVERSITY, CHENNAI.

2 PROGRAMMES OFFERED, MODES OF STUDY AND ADMISSION REQUIREMENTS

2.1 P.G. PROGRAMMES OFFERED

1. M.E.

2.2 MODES OF STUDY

2.2.1 Full-Time Mode:

Students admitted under 'Full-Time' should be available in the Institutionduring the entire duration of working hours (From Morning to Evening on Full- Time basis) for the curricular, co-curricular and extra-curricular activities assignedto them.

The Full-Time students should not attend any other Full-Time programme(s) / course(s) or take up any Full-Time job / Part-Time job in any Institution or Company during the period of the Full-Time programme. Violation of the above rules will result in cancellation of admission to the P.G. programme. However, taking up of job is permitted with authorised break of study as explained in Clause 19.7.

2.3 ADMISSION REQUIREMENTS

2.3.1 Candidates for admission to the first semester of the Post-Graduate Degree Programme shall be required to have passed an appropriate Under-Graduate Degree **Examination of Parent Univerity (Anna University)** or equivalent as specified under qualification for admission as per the Tamil Nadu Common Admission (TANCA) criteria. This is applicable for students admitted both under Single Window Counselling process and through the Management Quota.

Note: TANCA releases the updated criteria during the admissions every academic year.

Admission shall be offered only to the candidates who possess the qualification prescribed against each programme.

Any other relevant qualification which is not prescribed against each programme shall be considered for equivalence by the committee constituted for the purpose. Admission to such degrees shall be offered only after obtaining equivalence to such degrees.

2.3.2 However, the Government/ Parent University may decide to restrict admission in any particular year to candidates having a subset of qualifications prescribed at the time of admission.

3 STRUCTURE OF THE PROGRAMMES

3.1 Categorization of Courses

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

i. **Foundation Courses (FC)** may include Mathematics or other basic courses

ii. **Professional Core Courses (PCC)** include the core courses relevant to the chosen specialization/branch.

iii. **Professional Elective Courses (PEC)** include the elective courses relevant to the chosen specialization/ branch.

iv. **Research Methodology and IPR Course (RMC)** covers topics on the process of research and patenting.

v. **Employability Enhancement Courses (EEC)** include Project Work and/orInternship, Seminar, Professional Practices, Summer Project, Case Study and Industrial / Practical Training.

vi. **Open Elective Courses (OEC)** include the courses credited from other postgraduate Programmes of M.E./M.Tech/ M. Arch. and online courses.

vii. **Audit courses (AC)** include the courses such as Constitution of India, Natramizh Ilakiam, etc.

3.2 Courses per Semester

Curriculum of a semester shall normally have a blend of lecture courses and practical courses including Employability Enhancement Courses. Each course shall have credits assigned as per Clause 3.3.

3.3 **Credit Assignment**

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

Contact period per week	Credits
1 Lecture Period	1
1 Tutorial Period	1
1 Practical Period (Laboratory / Seminar /Project Work etc.)	0.5

3.4 Project Work

3.4.1 The project work for M.E. Programmes consist of Project Work–I and Project Work–II. The Project Work–I is to be undertaken during Semester III and Project Work–II, which is a continuation of Project Work–I, (except when project work II is carried out in the industry) is to be undertaken during Semester IV.

3.4.2 In case of students of M.E. Programmes not completing Project Work-I of project work successfully, the students can undertake Project Work-I again in the subsequent semester. In such cases the students can enroll for Project Work-II, only after successful completion of Project Work-I.

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

3.4.4 A student may, however, undergo Project Work-II (M.E. Programme) in industry/academic institution of repute offering PG programmes in Engineering/ Technology /research institutions for a minimum of 16 weeks during the final semester. In such cases, the students shall undergo the Project Work-II with the approval obtained from the Head of the institution preferably one month before the start of the industrial project.

The Project Work-II carried out in industry/academic institution of repute/research institutions need not be a continuation of Project Work-I. In such cases, the Project Work shall be jointly supervised by a supervisor of the department and an expert as a joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the review committee meetings for evaluating the progress. The review meetings, if necessary, may also be arranged in online mode with prior approval from the Headof the Institution and suitable record of the meetings shall be maintained

3.4.5 The Project Work (Project Work-II in the case of M.E.) shall be pursuedfor a minimum of 16 weeks during the final semester.

3.5 The deadline for submission of final Project Report (Project Work-II for M.E. programmes) is 60 calendar days from the last working day of the semester in which project work / thesis / dissertation is done. However, the Project Work-I in the case of M.E. programmes shall be submitted within the last working day of the semester as per the academic calendar published by the COE office.

3.6 Industrial Training / Internship (Summer / Winter Vacation)

3.6.1 The students may undergo Industrial Training for a period as specified in the Curriculum during the summer / winter vacation. In this case, the training has to be undergone continuously for at least two weeks in an organisation.

The students may undergo Internship at a Research organization / University/ Industry (after due approval from the Head of the Institution and a copy of the same shall be forwarded to the COE) for the period prescribed in the curriculum during the summer / winter vacation, in lieu of Industrial training. Attendance Certificate signed by the competent authority of theindustry, as per the format provided by the HOD shall besubmitted to the Head of the Institution. The attendance certificate shall be forwarded to COE, by the Head of the Institution for processing results.

3.6.2 If Industrial Training/ Internship is not prescribed in the curriculum, the student may undergo Industrial Training/ Internship during Summer/Winter vacation optionally and the credits earned will be indicated in the Grade Sheet. If the student earns three credits in Industrial Training/ Internship, the student may drop one Professional Elective (only one professional elective can be dropped). In suchcases, Industrial Training / Internship need to be undergone continuously from one organization or with a combination one two week and one four week programme, from one/two organizations. However, if the number of credits earnedis 1 or 2, these credits shall not be considered for classification of the degree. Students shall get permission from the Head of the Institution for taking industrial training/internship and the Certificate of completion of Industrial Training / Internship shall be forwarded to the COE.

DURATION OF TRAINING/ INTERNSHIP	CREDIT
2 Weeks*	1
4 Weeks	2
6 Weeks	3
***1 Week = 40 Internship Hours**	

3.7 Instead of two electives (professional elective/open elective) in the curriculum, the student may be permitted to choose a maximum of 2 courses from other PG programmes with the approval of the Head of the Department offering such courses.

3.8 Value Added Courses

- 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. Courses with two/ three credits shall be offered by a Department of an institution with the prior approval from the Head of the Institution.
- The details of the syllabus, timetable and faculty may be sent to the Head of the Institution for approval.
- Students shall be allowed to take these courses offered in other Departments also, but with the permission of the Head of the Institution of student and Head of the Institution offering the course.

3.9 Off campus courses and Transfer of Credits

Students are permitted to optionally enroll and study a maximum of three off campus courses in physical/online/hybrid mode under each UG programme with the approval of the Head of the Institution as per the Regulations. The successful completion of these courses through any of the following modes shall be considered in lieu of professional elective / open elective courses of curriculum as approved by the Head of the Institution.

3.9.1 Students are permitted to optionally enroll and study these courses through SWAYAM / NPTEL platforms and credit transfer is to be done based on the marksand certificate provided by the NPTEL. The number of credits and transfer of credits are based on the procedure explained in Table 3 and the Mapping of the marks with the grades is explained in Table 4. The mapping of marks with gradesis applicable, only if the student passes the course as per the guidelines of NPTEL.

Table 3: Duration of the course and Number of credits

Sl. No.	No. of Weeks	No. of Credits
4	4	1
5	8	2
6	12	3
7	16	4

Table 4: Mapping of Marks scored in NPTEL course and Credits earned

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

3.9.2. 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 alsoconducting 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 electivecourses 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 Academic council.

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

In the case of 3.9.2, the students can enroll for the courses with the approval ofthe Head of the Institution only if the course is offered directly by Institution/University and not with the edutech platforms.

The marks/credits earned by the student shall be transferred based on the decision of a committee constituted by Academic Council/ Board of Studies and approved by the Head of the Institution.

3.9.3 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) (a) reputed companies (manufacturing or software) related to the programme, and (b) reputed companies involved in transfer of knowledge provided the knowledgetransferring company is a spinoff from an Engineering/Technology practicing Industry and sharing the work experience of the respective industry. The companies mentioned in 3.9.3 (ii) (a) and the company with which the knowledgetransfer company associated in the case of 3.9.3 (ii) (b) should have average annual turnover of more than 200 crores over a period of 5 years. However, theacademic content and delivery shall be in consonance with the Institution academic standards and norms.

The minimum qualification of the course instructor from the company as mentioned in 3.9.3. (ii) shall be B.E./B.Tech with 10 years of research / industrialexperience. Such courses shall be offered through MOU / MOA between Institution and such institutions/organizations/ companies. The design of the courses with regard to the syllabus content, duration of each course and numberof credits offered for each course shall be discussed and recommended by Headof the Institution and approved by Academic Council/ Board of studies as per the Regulations.

For the offer of each course under 3.9.3, 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 COE. The passing requirements are as per regulations.

3.10 A student is permitted to register a maximum of two courses in total from clause 3.7 and 3.9.

Audit courses

The student may optionally study audit courses prescribed by the University andit will be mentioned in the Grade Sheet. However, it will not be considered for computation of CGPA.

Medium of Instruction

The medium of instruction is English for all courses, examinations, seminar presentations and project / thesis / dissertation reports.

4 DURATION AND STRUCTURE OF THE PROGRAMMES

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

Programme	Minimum Number of Semesters	Maximum Number of Semesters
M.E. (Full-Time)	4	8

** Bridge courses are to be conducted for students from non-computer science background.*

The Curriculum and Syllabi of all the P.G. Programmes shall be approved by theAcademic Council of the institution. The number of credits to be earned for thesuccessful completion of the programme shall be as specified in the Curriculum of the respective specialization of the P.G. Programme.

Each semester shall normally consist of 75 working days or 540 periods of each 50 minutes duration, for full-time mode of study or 250 periods for part-time modeof study. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught. For the purpose of calculation of attendance requirement for writing the end semester examinations (as per clause 10) by students, following method shallbe used.

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

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

4.4 The minimum prescribed credits required for the award of the degree shall be within the limits specified below:

Programme	Prescribed Credit Range
M.E. / M.Tech.	70 - 75

5. COURSE REGISTRATION

5.1 Flexibility to Drop courses

5.1.1 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.

5.1.2 From the first to pre-final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of suchcourses cannot exceed 6 for P.G. (Full Time) programmes and cannot exceed 3 for P.G. (Part Time) programmes. The student is permitted to drop the course(s) within 30 days of the commencement of the academic schedule.

5.2 The Head of the Department is responsible for registering the courses that each student is proposing to undergo in the ensuing semester. Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facilityto drop courses to a maximum of 6 credits (vide clause 5.1).

The registration details of the student shall be approved by the Head of the Institution and forwarded to the Controller of Examinations. This registration is forundergoing the course as well as for writing the End Semester Examinations.

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

i. Courses of the current semester and
ii. Courses dropped in the lower semesters.

The maximum number of credits that can be registered in a semester is 36. However, this does not include the number of Re-appearance (RA) and Withdrawal (W) courses registered by the student for the appearance of Examination.

6 EVALUATION OF PROJECT WORK

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

There shall be three assessments (each 100 marks) during the Semester by a review committee. The student shall make presentation on the progress made before the Committee. The Head of the Institution shall constitute the review committee for each programme. The review committee consists of supervisor, expert from the Department and a project coordinator from the Department. If the project coordinator/expert member happens to be the Supervisor then an alternate member shall be nominated. In the case of project work II carried out in industry/academic/research institutions, the review committee shall have the supervisor, coordinator from industry / academic / research institutions and the project coordinator from the Department. The total marks obtained in the three assessments shall be reduced to 60 marks and rounded to the nearest integer (as per the Table given below). There will be a vica-voce Examination during End Semester Examinations conducted by a Committee consisting of the supervisor, one internal examiner and one external examiner. The internal examiner and the external examiner shall be appointed by the Controller of Examination. The distribution of marks for the internal assessment and End semester examination is given below:

Internal Assessment (60 Marks)			**End Semester Examinations (40 Marks)**			
Review I	**Review II**	**Review III**	**Thesis Submission**	**Viva-Voce Examination**		
20	20	20	External Examiner	Internal Examiner	External Examiner	Supervisor Examiner
			10	10	10	10

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

- If a student fails to submit the project report on or before the specified deadline as mentioned in clause 3.5, he/she is deemed to have failed in the Project Work and shall register for the same in a subsequent semester. This applies to both for Project Work–I and Project Work–II of M.E
- If a student fails in the end semester examinations of Project Work–I, he/she has to resubmit the Project Report within 30 days from the date of declaration of the results. If he / she fail in the End semester examination of Project Work–II of Project work of M.E, He/she shall resubmit the Project Report within 60 days from the date of declaration of the results. The resubmission of a project report and subsequent viva-voce examination will be considered as reappearance with payment of exam fee. For this purpose the same Internal and External examiners shall evaluate the resubmitted report.
- If a student has submitted the project report but did not appear for the viva- voce examination, it will be considered as fail and he/she will be permitted to resubmit the report within 30/60 days from the declaration of results and permitted for reappearance in viva-voce examination, for Project Work-I and II respectively.

6.3.1 A copy of the approved Project Report after the successful completion of viva-voce examinations shall be kept in the library of the college / institution.

6.3.2 Practical / Industrial Training, Summer Project if specified in the Curriculum shallnot exceed the maximum duration of 4 weeks and should be organized by the Head of the Department for every student.

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

7. CLASS ADVISOR

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

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

8. CLASS COMMITTEE

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

- Solving problems experienced by students in the class room and in the laboratories.
- Clarifying the regulations of the programme and the details of rules therein.
- Informing the student representatives, the "academic schedule" including the dates of assessments and the syllabus coverage for each assessmentperiod.
- Informing the student representatives, the details of regulations regardingthe weightage used for each assessment. In the case of practical courses(laboratory / project work / seminar etc.) the breakup of marks for each experiment/ exercise/ module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test andfinding the ways and means of improving the performance of the students.
- Identifying the slow learners, if any, in any specific subject and requesting the teachers concerned to provide some additional help or guidance or coaching to such students as frequently as possible.

8.2 The class committee for a class under a particular programme is normallyconstituted by the Head of the Department. However, if the students of different programmes are mixed in a class, the class committee is to be constituted by the Head of the Institution.

8.3 The class committee shall be constituted within the first week of each semester.

8.4 At least 2 student representatives (usually 1 boy and 1 girl) shall be included in the class committee.

8.5 The chairperson of the class committee shall invite the Class advisor(s) and the Head of the Department to the meeting of the class committee.

8.6 The Head of the Institution may participate in any class committee of the institution.

8.7 The Chairperson of be Class Committee is required to prepare the minutes of every meeting, submit the same to the Head of the Institution within two days of the meeting and arrange to circulate among the concerned students and teachers. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the management by the Head of the Institution.

8.8 The first meeting of the class committee shall be held within one week from the date of commencement of the semester in order to inform the students about the nature and weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held at suitable intervals. During these meetings the student members, representing the entire class, shall meaningfully interact and express the opinions and suggestions of the class students to improve the effectiveness of the teaching-learning process.

9 COURSE COMMITTEE FOR COMMON COURSES

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

10 ATTENDANCE REQUIREMENTS FOR COMPLETION OF A SEMESTER

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

Ideally every student is expected to attend all classes and earn 100% attendance.

- However in order to allow provision for certain unavoidable reasons such as prolonged hospitalization / accident / specific illness the student is expected to earn a minimum of 75% attendance to become eligible to write the End-SemesterExaminations.
- Therefore, every student shall secure not less than 75% of overall attendance in that semester as per clause 4.3.
- However, a student who secures overall attendance between 65% and 74% in that current semester due to medical reasons (prolonged hospitalization / accident / specific illness) / participation in sports events may be permitted to appear for the current semester examinations subject to the condition that the student shall submit the medical certificate / sports participation certificate to the Head of the Institution. The same shall be forwarded to the Controller of Examinations for record purposes.
- Students who could secure less than 65% overall attendance will not be permittedto write the end-semester examination of that current semester and are not permitted to go to next

semester. They are required to repeat the incomplete semester in the next academic year.

11 PROCEDURES FOR AWARDING MARKS FOR INTERNAL ASSESSMENT(IA)

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

THEORY COURSES

Two assessments each carrying 100 marks shall be conducted during thesemester by the Department. The total marks obtained in allassessments put together out of 200, shall be proportionately reduced for 40 marks and rounded to the nearest integer (This also implies equal weightage to the two assessments).

Assessment I (100 Marks)		**Assessment II (100 Marks)**		
Individual Assignment / Case Study/ Seminar /MiniProject / any other experiential Learning	Written Test	Individual Assignment / Case Study / Seminar /MiniProject / any other experiential Learning	Written Test	**Total Internal Assessment**
40	60	40	60	200*

*The weighted average shall be converted into 40 marks for internal Assessment.

A minimum of two internal assessments will be conducted as a part of continuousassessment. Each internal assessment is to be conducted for 100 marks and willhave to be distributed in two parts viz., Individual Assignment/Case study/Seminar/Mini project / any other experiential learning and Test with each having a weightage of 40% and 60% respectively. The tests shall be in written mode. The total internal assessment marks of 200 shall be converted into a maximum of 40 marks and rounded to the nearest integer.

LABORATORY COURSES

The maximum marks for Internal Assessment shall be 60 in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and records to be maintained. There shall be at least one test. The criteria for arriving at the Internal Assessment marks of 60is as follows: 75 marks shall be awarded for successful completion of all the prescribed experiments done in the Laboratory and 25 marks for the test. The total mark shall be converted into a maximum of 60 marks and rounded to the nearest integer.

Internal Assessment (100 Marks)*	
Evaluation of Laboratory Observation and Record	Test
75	25

* Internal assessment marks shall be converted into 60 marks

THEORY COURSES WITH LABORATORY COMPONENT / LABORATORY COURSES WITH THEORY COMPONENT

Weightage of internal assessment and end semester examination marks will be 50% each. The distribution of marks for the theory and laboratory components in the internal assessments and end semester examination for different types of in the table

L	T	P	C	Internal Assessment 1	Internal Assessment 2	End Semester Examination
1	0	4	3	Lab (25%)	Theory (25%)	Lab only (50%)
1	0	2	2	Lab (25%)	Theory (25%)	Lab only (50%)
2	0	2	3	Theory (25%)	Lab (25%)	Theory (25%) Lab (25%)
3	0	2	4	Theory (25%)	Lab (25%)	Theory (35%) Lab (15%)
2	0	4	4	Theory (25%)	Laboratory (25%)	Theory (15%) Lab(35%)

The procedure for the conduct of internal assessments for theory and laboratorycomponents shall be as per the clause 11.1 and 11.2 respectively.

*The weighted average shall be converted into 50 marks for internal Assessment.

11.4 OTHER EMPLOYABILITY ENHANCEMENT COURSES

(a) The Seminar / Case study / Mini project course is to be considered as purelyINTERNAL (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. A three member committee appointed by Head of the Institution consisting of course coordinator and two experts from the Department, will evaluate the seminar and at the end of the semester the marks can be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper (40%), presentation (40%) and response to the questions asked during presentation(20%).

(b) The Industrial / Practical Training shall carry 100 marks and shall be evaluated through internal assessment only. At the end of Industrial / Practical training / Internship / Summer Project, the candidate shall submit an attendance certificate from the organization where he / she has undergone training and a brief report. The evaluation will be made based on this report and a viva-voce Examination, conducted internally by a three member Departmental Committee constituted by the Head of the Institution consistingof course coordinator and two experts from the Department. The certificatessubmitted by the candidate shall be attached to the mark list sent by the Headof the Department.

(c) For all the courses under Employability Enhancement Courses Category, except the Project Work, the evaluation shall be done with 100% internal marks and as per procedure described in 11.1 (iv) (a/b).

11.5 **Assessment for Value Added Course**

The value added 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 tests shall be reduced to 100 marks and rounded to the nearest integer. A committee consisting of the Head of the Department, staff handling the course and a senior faculty member nominated by the Head of the Institution shall do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

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

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

11.8 **Conduct of Academic Audit**

Institution shall strive for a better performance of the students by conducting the internal assessments as mentioned in Clause 11.

In order to ensure the above, Academic Audit is to be done for every course taught during the semester. For the internal assessments conducted for each course as per details provided in Clause 11, the academic records shall be maintained in the form of documentation for the individual assignments / case study report / report of mini project submitted by each student and assessment test question paper and answer script. Report of industrial training / internship shall also be maintained, if applicable. For laboratory courses students' record shall be maintained. Further, the attendance of all students shall be maintained as a record.

The Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with an external course expert as one of the members drawn from a Technical institution of repute near the institute.

12 REQUIREMENTS FOR APPEARING FOR SEMESTER EXAMINATION

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

13 END SEMESTER EXAMINATIONS

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

WEIGHTAGE

The following will be the weightage for different courses:

i) Lecture or Lecture cum Tutorial based course:

Internal Assessment	-	40%
End Semester Examination	-	60%

ii) Laboratory based courses

Internal Assessment	-	60%
End Semester Examination	-	40%

iii) Project work

Internal Assessment	-	60%
Evaluation of Project Report by external examiner	-	10%
Viva-Voce Examination	-	30%

iv) Industrial training/Internship/ Practical training / Summer project / Seminar (All EmployabilityEnhancement Courses except Project Work)

Internal Assessment	-	100%

14 PASSING REQUIREMENTS

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

14.2 If a student fails to secure a pass in a theory course (except electives)/ laboratorycourses, the student shall register and appear only for the end semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

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

If any other professional elective or open elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new professional elective or open elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfill the attendance requirements as per Clause 10 and appear for the end semester examination.

14.4 If a student is absent during the viva voce examination, it would be considered as fail. If a student fails to secure a pass in project work even after availingclause (6.3), **the student shall register** for the course again.

The passing requirement for the courses which are assessed only through purely internal assessment (EEC courses except project work), is 50% of the internal assessment marks only.

A student can apply for revaluation of his/her semester examination answer paper in a theory course as per the guidelines of COE, on payment of a prescribed fee along with prescribed application to the COE through the Head of the Institution. The COE will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institution. Revaluation is not permitted for laboratory course and EEC courses.

15 AWARD OF LETTER GRADES

The award of letter grades will be decided using relative grading principle except Laboratory Courses and Project Work. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

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-appearance)	**0**
SA (Shortage of Attendance)	**0**
WD (Withdrawal)	**0**

- A student is deemed to have passed and acquired the corresponding credits in a particular course if he/she obtains any one of the following grades: “O”, “A+”, “A”, “B+”,“B”, “C”.
- ‘SA’ denotes shortage of attendance (as per clause 10.3) 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 W will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the

- student has to appear for the End Semester Examinations as per the Regulations.
- If the grade U is given to Theory Courses/ Laboratory Courses it is not required to satisfy the attendance requirements (vide clause 10), but has to appear for the end semester examination and fulfil the norms specified in clause 14 to earn a pass in the respective courses. If the grade U is given to Project work, the course has to be registered again and attendance requirement (vide clause 10) should be satisfied.
- If the grade U is given to EEC course (except project work), which are evaluated only through internal assessment, the student shall register for the course again in the subsequent semester fullfill the norms as specified in Clause 14 to earn pass in the course. However, attendance requirement need not be satisfied.

Relative Grading

For those students who have passed the course (theory course / laboratory integrated courses / theory integrated courses / all other EEC 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 transformation method and computes the grade range for each course separately and awards the grade to each student. (theory course / laboratory integrated courses / theory integrated courses and all other EEC Courses). If the students' strength is greater than 30, the relative grading method shall be adopted.

Absolute Grading

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

Table – 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

15.2 The grades O, A+, A, B+, B, C obtained for the one/two credit courses (not part ofcurriculum) under the title **'Value Added Courses' and 'internship/industrial training' (if not part of curriculum)** shall figure in the Grade Sheet. For these courses if the grades obtained are RA, SA, it will **not figure in the Grade Sheet.**

15.3 For the M.E students admitted under non-computer-science background category, the grades obtained for the prescribed bridge courses will appear on thegrade sheet, but will not be considered for GPA/CGPA calculation.

15.4 For the students who complete the Audit Course satisfying attendance requirement, the title of the Audit Course will be mentioned in the Grade Sheet. Ifthe attendance requirement is not satisfied, it will not be shown in the **Grade Sheet.**

15.5 GRADE SHEET

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

- The college in which the student has studied.
- The list of courses registered during the semester and the grades scored.
- The Grade Point Average (GPA) for the semester and
- The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards.

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

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

where

C_i is the number of credits assigned to the course

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

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

15.5.1 Grade Sheet

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

Percentage of Marks = CGPA × 10.

16 ELIGIBILITY FOR THE AWARD OF THE DEGREE

16.1 A student shall be declared to be eligible for the award of the P.G. Degree (M.E.) provided the student has

i. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.

ii. **a. M.E./ M.Tech. and M.C.A.**

Successfully completed the course requirements, appeared for the End- Semester examinations and passed all the subjects prescribed in all the 4semesters within a maximum period of 4 years reckoned from the commencement of the first semester to which the student was admitted.

iii. No disciplinary action pending against the student.

iv. The award of Degree must have been approved by the Syndicate of theUniversity.

17. CLASSIFICATION OF THE DEGREE AWARDED

17.1 **FIRST CLASS WITH DISTINCTION:**

A Student who satisfies the following conditions shall be declared to have passedthe examination in

First class with Distinction:

M.E. Courses

- Should have passed the examination in all the courses of all the foursemesters in the student's First Appearance within **three** years, which includes authorised break of study of one year (if availed). Withdrawal fromexamination (vide Clause 18) will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50.**
- Should NOT have been prevented from writing end Semester examinationdue to lack of attendance in any of the courses.

17.2 **FIRST CLASS:**

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

M.E. Courses

- Should have passed the examination in all the courses of all four semesters **within three years**, which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lackof attendance (if applicable).
- Should have secured a CGPA of not less than **6.50.**

17.3 **SECOND CLASS:**

All other students (not covered in clauses 17.1 and 17.2) who qualify for the award of the degree **(**vide Clause16.1) shall be declared to have passed the examinationin **Second Class**.

17.4 A student who is absent in End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in thatexamination (except approved withdrawal from end semester examinations as per clause 18) for the purpose of classification.

17.5 **Photocopy / Revaluation**

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

A student can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

17.6 **Review**

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

Students applying for Revaluation only are eligible to apply for Review.

18 PROVISION FOR WITHDRAWAL FROM EXAMINATION:

18.1 A student may, for valid reasons, (medically unfit / unexpected family situations /sports approved by Head of the Institution) be granted permission to withdraw from appearing for the End Semester Examination in any course or courses in **ANY ONE** of the semester examinations during the entire duration of the degreeprogramme. The application shall be sent to COE through the Head of the Institution with required documents.

18.2 Withdrawal application is valid if the student is otherwise eligible to write the examination (Clause 10) and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations. For a student to withdraw from a course / courses, he/she should have registered for the course, fulfilled the attendance requirements (vide clause 10) and earned continuous assessment marks.

18.2.1 Notwithstanding the requirement of mandatory 10 days notice, applications for withdrawal for special cases under extraordinary conditions will be considered onthe merit of the case.

18.3 In case of withdrawal from a course / courses, it will figure both in Marks Sheet as well as in Result Sheet. However, withdrawal shall not be considered as anappearance for the eligibility of a student for First Class with Distinction.

18.4 If a student withdraws from writing end semester examinations for a course or courses, he/she shall register for the same in the subsequent semester and writethe end semester examination(s).

18.5 If a student applies for withdrawal from Project work, he/she will be permitted for the withdrawal only after the submission of project report before the deadline. However, the student may appear for the viva voce examination within 30/60 daysafter the declaration of results for Project Work I and II respectively and the same is not considered as reappearance.

18.6 Withdrawal is permitted for the end semester examinations in the final semester,as per clause 17.1.

19 AUTHORIZED BREAK OF STUDY FROM A PROGRAMME

19.1 A student is permitted to avail authorised break of study for a maximum period of one year in a single spell.

19.2 Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to rejoin the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Head of the institution, but not later than the last date for registering for the end semester examination of the semester in question, through the Head of the Institution stating the reasons therefore and the probable date of rejoining the programme.

19.3 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 register for additional courses, if any, as notified by the Academic council. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number of credits to be earned by the student may be more than or equal to the total number of credits prescribed in the curriculum in force.

19.4 The authorized break of study of maximum of one year is included in the duration specified for passing all the courses for the purpose of classification (vide Clause17.1).

19.5 The total period for completion of the Programme reckoned from, the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 4.1 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.

19.6 If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 19.1).

19.7 If a student in Full Time mode wants to take up job / start-up / entrepreneurship during the period of study he/she shall apply for authorised break of study for one year. The student shall undertake the job / start-up / entrepreneurship only after getting approval of the same by the Head of the Institution

19.8 No fee is applicable to students during the Break of Study period.

20 DISCIPLINE

20.1

- Every student is required to observe discipline and decorous behavior both inside and outside the college and not to indulge in any activity which will tend to bring down the reputation of the College.
- The Head of Institution shall constitute a disciplinary committee consisting of Head of Institution, two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline and notify about the disciplinary action recommended for approval.
- In case of any serious disciplinary action which leads to suspension or dismissal, then a committee shall be constituted including one representative from Anna University, Chennai.
- In this regard, the member will be nominated by the University on getting information from the Head of the Institution

20.2 If a student indulges in malpractice in any of the End Semester / internal examination he / she shall be liable for punitive action as prescribed by the Head of the Institution from time to time.

21 REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

- The curriculum and syllabi under thisregulation will be for four years. The college may from time-to- time revise, amend or change the Regulations, Curriculum, Syllabus and Scheme of examinations through the Board of Studies and Academic Council with the approval of the Governing Body of the college.
- In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The Standing Committee will offer suitable interpretations / clarifications/amendments required for the special case on such references and get them ratified in the next meeting of the Academic Council. The decision of the Academic Council will be final.

Dr. G.JAYAPRAKASH B.E.,M.E.,Ph.D.,
PRINCIPAL
SREE SAKTHI ENGINEERING COLLEGE
COIMBATORE-641104

Scanned with OKEN Scanner