



B.E/B.Tech Regulations 2023

(Version 1.0 / 2023)

(Applicable for students admitted in 2023 and onwards)



Sona College of Technology, Salem-5

**An Autonomous Institution,
Affiliated to Anna University, Chennai**

B.E / B.Tech REGULATIONS 2023

**[Approved in 18th Academic Council meeting held on
04.08.2023]**



**Member Secretary-
Academic Council**



Dean Academics



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SONA COLLEGE OF TECHNOLOGY
SALEM-636 005
REGULATIONS 2023
AUTONOMOUS COLLEGE UNDER ANNA UNIVERSITY, CHENNAI
CHOICE BASED CREDIT SYSTEM
Common to all B.E. / B.Tech. Full-Time Programmes
(For the students admitted to B.E. / B.Tech. Programme from the Academic
year 2023 - 2024 onwards)

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

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

1.2 DEFINITIONS

- i. “Academic Autonomy” means autonomy granted by the University Grants Commission (UGC) and Anna University, Chennai to Sona College of Technology in all aspects of conducting its academic programmes for promoting excellence;
- ii. “Autonomous College” means a College notified as an autonomous college by the University, as per the Anna University Autonomous College Statute;
- iii. “Commission” means University Grants Commission;
- iv. “Council” means All India Council for Technical Education;
- v. “Statute” means Anna University Autonomous College Statute;
- vi. “University” means Anna University, Chennai;
- vii. “College” means Sona College of Technology, Salem;
- viii. “Programme” means Degree Programme (i.e) B.E. / B.Tech. Degree Programme;
- ix. “Discipline” means Branch or Specialization of B.E. / B.Tech. Degree Programme, like Civil Engineering, Mechanical Engineering, etc.;
- x. “Course” means a subject either theory or practical identified by its course title and code, and which is normally studied in a semester, for example, Environmental Science and Engineering, Basic Electrical and Electronics Engineering Laboratory, etc;
- xi. “Dean-Academics” means the authority of the college who is responsible for all academic activities for the implementation of relevant rules and regulations;
- xii. “Chairperson” means the Head of the Faculty.
- xiii. “Head of the Institution” means the Principal of the College.

- xiv. “Head of the Department (HOD)” means the Head of the Department concerned.
- xv. “Controller of Examinations (COE)” means the authority of the Institution who is responsible for all activities of the Continuous and Semester Examinations.

2. ADMISSION PROCEDURE

2.1 Candidates seeking admission to the first semester of the eight semesters B.E./ B.Tech. Degree Programme: Should have passed the Higher Secondary Examinations of (10+2) Curriculum (Academic Stream) prescribed by the Government of Tamil Nadu with Mathematics, Physics and Chemistry as three of the four subjects of study under Part-III or any examination of any other University or authority accepted by the Syndicate of Anna University as equivalent thereto.

(OR)

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

2.2 Lateral entry admission

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

(OR)

(ii) The candidates who possess the Degree in Science (B.Sc.) (10+2+3 stream) with Mathematics as a subject at the B.Sc. Level are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech.

Such candidates shall undergo two additional Engineering subject(s) in the third and fourth semesters as prescribed according to Regulations.

3. ACADEMIC PROGRAMMES

3.1 Nomenclature of programmes

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

- i. Bachelor of Engineering (B.E.) and
- ii. Bachelor of Technology (B.Tech.)

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

3.2 Bachelor of Engineering (B.E.) degree programmes offered in

- i. Bio Medical Engineering
- ii. Civil Engineering
- iii. Computer Science and Engineering
- iv. Computer Science and Engineering (Artificial Intelligence and Machine Learning)
- v. Computer Science and Design

- vi. Electrical and Electronics Engineering
- vii. Electronics and Communication Engineering
- viii. Mechanical Engineering
- ix. Mechatronics Engineering

3.3 Bachelor of Technology (B.Tech.) degree programmes offered in

- i. Artificial Intelligence and Data Science
- ii. Fashion Technology
- iii. Information Technology

4. STRUCTURE OF PROGRAMMES

4.1 Classification of courses

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

- i. **Humanities and Social Sciences including Management (HS)** courses include Technical English, Tamil courses, Professional Ethics and Human Values, Communication skills, Total Quality Management etc.
- ii. **Basic Sciences (BS)** courses include Mathematics, Physics, Chemistry, Biology, etc.
- iii. **Engineering Science (ES)** courses include Workshop, Drawing, Engineering Graphics, Basics of Electrical / Electronics / Mechanical / Computer Engineering, Instrumentation etc.
- iv. **Professional Core (PC)** courses include core courses relevant to the chosen specialization/branch.
- v. **Professional Elective (PE)** courses include the elective courses relevant to the chosen specialization/ branch.
- vi. **Open Elective (OE)** includes the courses offered by a branch to other branches. There will be a pool of open elective courses offered by different departments for the students to choose from. The number of open electives in a curriculum shall be between two and four, which can be offered during semesters 4 to 7. A minimum of two open electives shall be studied by a student during his/her period of study.

Proper choice of professional elective courses or open elective courses across Semesters IV to VII will enable students to specialize in an emerging area within their chosen field of study. The concerned Class counselors/ Faculty advisors are to guide the students in making the appropriate choices.

- vii. **Employability Enhancement Courses (EEC)** include Project Work and/or Internship, Mini Project, Technical Seminar, Soft skills and Aptitude, Professional Practices, Case Studies, On-line courses, Comprehension, Industry oriented courses and Industrial /Practical Training.
- viii. **Optional Language (OL)** courses include foreign languages like German, French, Japanese, Korean etc. These courses will be offered by

Department of Humanities and Languages and the credits earned by the students shall not be accounted for CGPA calculation. The students shall study the same foreign language course in both the semesters.

- ix. **Audit Courses (AC)** includes Environment and climate science, Constitution of India, Essence of Indian Traditional Knowledge, Basic Aptitude etc. These are non-credited courses that are required to be completed to fulfill the degree requirements. These courses will not be accounted for CGPA calculation.

The number of hours allotted for each of these courses will be 30 in a semester. A minimum of 2 such courses shall be included in the curriculum of study.

4.2 Medium of instruction

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

4.3 Personality and Character Development

All students shall enroll, on admission, in any one of the personality and character development programmes such as National Cadet Corps (NCC), National Service Scheme (NSS), YOGA, Youth Red Cross (YRC), Women's Development Cell, Speakers' Forum, Science Club, Literary Club, Fine Arts Club etc. and undergo training / conduct / participate in activities.

4.4 Mandatory three week induction programme

Induction Programme for students shall be offered right at the start of first year for all B.E/B.Tech programmes. The objective of this three week induction programme is to make the student to acclimatize to the new environment of the college and to create a bonding between the teacher and a student. The programme comprises of physical activity, creative arts, universal human values, lectures by eminent people, visits to local areas, presentation of college facilities, familiarization to department and Innovations etc.

4.5 Number of courses per semester

Each semester curriculum shall normally have a blend of lecture courses not exceeding 7 Theory courses including theory with laboratory courses and theory with project courses and 4 laboratory Courses including laboratory with theory courses, laboratory with project courses and EECs. However, the total number of courses per semester shall not exceed 11 including EECs. Each course shall have credits assigned as per clause 4.6.

4.6 Credit Assignment

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

Table 1. Credit Assignment

Contact Period Per Week	Credits
1 Lecture Period	1
1 Tutorial Period	1
1 Laboratory / Project Period (also for EEC courses like Seminar / Project Work /Case study / etc.)	0.5

4.7 Credit range of different kinds of courses

The following table gives the range of credits for different kinds of courses given in the curriculum of a programme.

Table 2. Range of Credits for Various Courses

S.No.	Course Area	Range of Credits
1	Humanities & Social Sciences including Tamil and Management courses (HS)	11-12
2	Basic Science courses including Mathematics, Physics, Chemistry and Biology (BS)	21-26
3	Engineering Science courses including workshop, drawing, basics of electrical / mechanical / computer etc (ES)	18-20
4	Professional Core Courses: relevant to the branch of study (PC)	52-56
5	Professional Elective courses relevant to chosen specialization/branch (PE)	18-24
6	Open Elective Courses – Electives from other disciplines (OE)	06-12
7	Employability Enhancement Courses :Project work/Technical seminar/Soft Skills and Aptitude / Internship, Comprehension etc. (EEC)	12-20
8	Audit Courses –Environment and Climate Science, Induction programme, Constitution of India, Essence of Indian Traditional Knowledge, Basic Aptitude etc. (AC)	(Non – credit)
Total		160-170

Table 3. Credit range for each semester

S.No	Semester	Credit range
1.	1 & 2	18-21
2.	3, 4, 5, 6, 7	22-25
3.	8	12

4.8 CREDIT STRUCTURE

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

All programmes shall have at least 40% practical component and at least 2 courses with project (J) component in their curriculum.

4.9 Credit allocation and L:T:P:J:C composition for the following courses:**Table 4. Credit Structure**

Theory (T)	1:0:0:0:1 or 2:0:0:0:2 or 3:0:0:0:3 or 4:0:0:0:4
Theory with Tutorial (TT)	2:1:0:0:3 or 2:2:0:0:4 or 3:1:0:0:4
Theory with laboratory courses (TL)	2:0:2:0:3 or 3:0:2:0:4
Theory with Project courses (TP)	2:0:0:2:3 or 3:0:0:2:4
Theory with Laboratory and Project courses (TLP)	2:0:2:2:4 or 3:0:2:2:5
Laboratory (L)	0:0:2:0:1 or 0:0:3:0:1.5 or 0:0:4:0:2
Laboratory with Theory Courses (LT)	1:0:2:0:2 or 1:0:4:0:3
Laboratory with Project courses (LP)	0:0:4:2:3 or 0:0:3:2:2.5 or 0:0:2:2:2
Professional Elective (PE)	Same as that of T or TT or TL or TP with maximum of 3 credits
Open Elective Courses (OE)	Same as that of T or TT or TL or TP with maximum of 3 credits
Audit Courses (AC)	2:0:0:0:0 or 1:0:0:0:0

The total credits earned by a student at the end of semester are L+T+P+J.

4.10.B.E /B.Tech (Hons) Specialization in the same discipline, B.E / B.Tech (Hons), B.E /B.Tech (Minor) in other specialization

4.10.1 B.E /B.Tech Honours (Specialization in the same discipline)

- a. A student should have earned additionally a minimum of 18 credits from a specified group of professional electives of the same programme.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum of 7.50 CGPA.

4.10.2 B.E /B.Tech Honours

- a. The students should have taken additional courses from more than one vertical of the same programme and earned a minimum of 18 credits.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum of 7.50 CGPA.

4.10.3 B.E /B.Tech (Minor in other specialization)

A student should have earned additionally a minimum of 18 credits in any one of the verticals of other B.E / B.Tech programmes or from any one of the following verticals given in Table 5:

Table 5. Department wise verticals for minor courses

S.No	Minor Courses- Verticals	Offering Department
1	Energy Efficiency and green building	CIVIL
2	Intelligent industrial automation	MECH
3	Wearable Technology	ECE
4	Embedded systems and IoT	EEE
5	Cyber Security	CSE
6	Artificial intelligence and Data science	IT
7	Fashion design Apparel Industrial Automation	FT
8	Robotics	MCT
9	Healthcare Technology and Management	BME

4.10.4 For categories mentioned in clause 4.10.1 and 4.10.2, a student can optionally register for B.E/B.Tech. Honours (Specialization in the same Discipline) only if he/she earned CGPA 7.50 and above until semester 3 and cleared all the courses in the first attempt.

- 4.10.5** A student can optionally register for B.E/B.Tech (Minor in other discipline) only if he/she earned CGPA 7.50 and above until semester 3.
- 4.10.6** The continuous internal evaluation, Attendance requirements, semester end evaluation, passing criteria and grades of Honours & Minor courses are similar to all other courses as per Regulations.
- 4.10.7** Students can earn maximum of 9 credits in (NPTEL/ SWAYAM platform), out of these 18 credits as approved by DCC concerned, apart from the mandatory 3 credits to earn from NPTEL - Swayam in semester 5 (vide clause 7.4).
- 4.10.8** A student shall register for a minimum of 2 courses and a maximum of 3 courses in a semester for Honours / Minors.
- 4.10.9** If a student decides not to opt for Honours, after completing certain number of additional courses, the 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 mark sheet, however, they will not be considered for calculation of CGPA.
- 4.10.10** 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 on the mark sheet; however, they will not be considered for calculation of CGPA.

The students shall not register for honours / minor courses that are core courses in their curriculum or professional / open elective courses studied by them.

5. PROGRAMME DURATION

- 5.1** A student is ordinarily expected to complete the B.E. / B.Tech. Programme in 8 semesters (for HSC students) and six semesters (for Lateral Entry students) but in any case not more than 14 Semesters for HSC (or equivalent) students and not more than 12 semesters for Lateral Entry students.
- 5.2** Each semester shall normally consist of 90 working days or 450 periods, each of 55 minutes duration. 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.
- 5.3** The Head of the Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods.

6. COURSE REGISTRATION

6.1 The institution 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 facility to add or drop courses to a maximum of 6 credits. The courses dropped in earlier semesters can be registered in the subsequent semesters when offered.

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 for undergoing the course as well as for writing the Semester End Examinations. The courses that a student registers in a particular semester may include

- i. Courses of the current semester.
- ii. Courses dropped in the lower semesters.
- iii. Courses added from the higher semesters.

6.2 After registering for a course, a student shall attend the classes, satisfy the attendance requirements, earn Continuous Internal Evaluation marks and appear for the Semester End Examinations.

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

6.4 Flexibility to add or drop courses

6.4.1. 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. However, if the student wishes, then the student is permitted to earn more than the total number of credits prescribed in the curriculum of the student's programme within the minimum duration of the programme.

6.4.2. From the III to VIII semesters, the student has the option of registering for additional courses or dropping existing courses. The total number of credits that a student can add or drop is limited to 6, subject to a maximum of 2 courses. However, the students who opt for addition or dropping of courses shall do so within 20 days from the start of the semester.

6.4.3. A student shall register for the project work only in the final semester.

The request of students who wish to add or drop a course in a semester shall be approved by Principal and the same shall be forwarded to Controller of Examinations. Dropping of a course in a semester shall not be considered as an arrear.

7. EMPLOYABILITY ENHANCEMENT COURSES

7.1 Industrial training

Students are allowed to undergo 2, 4 or 6 weeks of industrial training during the summer/winter vacation between Semesters 2 and 3, Semesters 3 and 4, Semesters 4 and 5 and Semesters 5 and 6 and earn credits (Refer Table 6).

The industry/organization is to be selected with the approval of the Department Consultative Committee (vide Clause 12). Industrial training may also be referred to as ‘In-plant training’.

Students shall undergo industrial training if mandated in the curriculum for periods as specified in the curriculum during the summer/winter vacation, the training being taken on a continuous basis for the periods mentioned. If industrial training is not prescribed in the curriculum, the student may undergo the training optionally and the credits earned will be indicated in the grade sheet under value added courses but not included in the CGPA calculation for the award of degree. Industrial Training / Internship need to be undergone continuously from one organization only.

7.2 Internship

Students are allowed to undergo 2, 4 or 6 weeks of internship at research organizations / reputed academic institutions / reputed industries between Semesters 5 and 6, between Semesters 6 and 7 and between Semesters 7 and 8 during the summer/winter vacation. The industry/organization is to be selected with the approval of the Department Consultative Committee. The internship has to be taken on a continuous basis for the periods mentioned and in the same organization. The credits earned will be indicated in the grade sheet under value added courses but not included in the CGPA calculation for the award of degree.

Table 6. Credits for Industrial Training / Internship

Duration of Training /Internship	Credits
2 weeks*	1
4 weeks*	2
6 weeks*	3

*1 week of internship/industrial training = 40 hours

7.3 Online courses

Students may be permitted to study any number of online courses (offered by Swayam/NPTEL) with the approval of the Departmental Consultative Committee (DCC), Dean Academics and Principal. The credits thus earned shall be considered to be included in the grade sheet. However, those credits shall be not be counted for the calculation of CGPA.

7.4 NPTEL courses

One NPTEL - SWAYAM course (12 weeks, 3 credits) shall be offered as an elective course during 5th semester curriculum every year for all B.E/B.Tech programmes. Such courses offered to students shall be recommended by the DCC. The DCC minutes shall be forwarded to COE within 30 days from beginning of the semester. The DCC shall ensure that the courses offered are not core courses in their respective curriculum.

Relative grading will be followed for awarding grades for passed students, based on the NPTEL score obtained by students.

The Passing grade will be given as stated in Clause 23 of B.E/B.Tech. Regulations 2023, similar to other theory courses in the curriculum.

If a student gets FAIL marks in the proctored exam conducted, shall appear for an examination conducted by college if the internal marks obtained in the NPTEL course is above 10 out of 25. In that case, his /her internal assessment marks (marks scored out of 25) shall be converted to marks out of 40.

For the students who appear for the examination conducted by the college immediately after the NPTEL exams, it will be considered as an appearance and not as arrear. If the students fail, they shall appear for the examination in the subsequent semesters as arrear. However, only 80% of the total marks obtained by the students shall be considered for grading. For the examinations conducted by the college for this purpose, absolute grading shall be followed.

The students with internal assessment marks less than 10 (out of 25 marks), shall redo the NPTEL course (same or any other NPTEL course recommended by DCC concerned) in the subsequent semesters.

If a student wants to absent himself/herself from NPTEL due to genuine reasons (medical / representing institution for any event), he/she shall take proper approval from Principal through NPTEL coordinator, HOD and Dean-Academics. The same data shall be forwarded to COE and overall NPTEL coordinator.

If a student is absent for a NPTEL exam without prior approval from Principal, he / she shall redo the course offered by NPTEL (either the same course or a different course recommended by DCC) in the subsequent semesters.

7.5 Industry-Oriented Courses (IOC)

Students may choose courses offered by industry. These courses are offered by the departments concerned. The departments who wish to offer such courses shall be approved by the Industry Oriented Courses Committee (IOCC) comprising the Principal, Dean Academics, Controller of Examinations (COE) and two professors. These courses shall be taught by experts in industry and with experience related to the disciplines of study. Industry oriented courses may be one, two or three credit courses depending upon the theory and practical content of these courses.

The industry-oriented courses may be taught just like the regular courses (Theory and / or Practical) through periodic, pre-scheduled lectures and hands-on training. These courses shall be conducted during evening hours/ week end /vacation period without affecting the regular class hours. They may also be delivered as special workshops (approved by IOCC).

Any number of IOCs can be offered by the departments. However, a student shall transfer only one IOC equivalent to 3 credits to a professional elective course in the curriculum.

7.6 Self-study courses

Students are permitted to credit only one Self Study course during his/her entire period of study, with the approval of Departmental Consultative Committee, Dean Academics and Principal. The student can opt for Self-study course from Semester 5 onwards, provided the student satisfies the following criteria: The student does not have history of arrears and earns a CGPA of 8.5 and above up to the previous semester. The purpose of the course is to permit the student to study a course / a topic of the student's choice. The students shall study on their own under the guidance of a faculty member. No formal lectures need to be delivered. The syllabus of the course (if it is not part of any of the curricula of the programmes offered in the institution) shall be approved by the Departmental Consultative Committee and forwarded to the Principal for the formal approval of the course within 10 working days after the commencement of regular classes in a semester. One faculty member approved by the Head of the Department shall be responsible for the periodic monitoring and evaluation of the student's progress in the course before the commencement of the semester. The evaluation pattern for self-study course shall be same as that of a theory course (vide Clause 16.1). A student is permitted to drop one professional elective of three credits in his/her curriculum of study after earning three credits from self-study course.

7.7 If a student earns one or two credits from industry-oriented course(s) / self- study course(s), the credit shall be included in the grade sheet under Value Added Courses and not included for the calculation of CGPA.

7.8 Comprehension

All the programmes shall offer comprehension as one credit course during the sixth semester with 1:0:0:0:1 credit structure. The evaluation of this course shall test the knowledge the student had undergone. This course shall be assessed through three internal assessments in the form of written test, online exam or any other creative methodology. The tests shall be conducted with questions from GATE. Any student with a valid GATE score is exempted from attending this course and the credit shall be transferred to the course.

8. CONDUCT ONLINE LECTURES / TRAINING BY ADJUNCT FACULTY

The classes delivered by adjunct faculty may be conducted through online platforms / online mode for students. The respective departments shall obtain the approval from the Principal and Dean Academics before conducting such classes.

9. ATTENDANCE REQUIREMENT FOR COMPLETION OF A SEMESTER

A student who has fulfilled the following conditions (vide Clauses 9.1 and 9.2) shall be deemed to have satisfied the attendance requirements for appearing for semester end examination.

9.1 Ideally every student is expected to attend all classes of all the courses and earn 100% attendance. However, the student shall secure not less than 80% (after rounding off to the nearest integer) attendance percentage of the overall attendance.

9.2 If a student secures an overall attendance between 70% and less than 80% in the current semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Principal and Head of the Department concerned, the student shall be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the semester end examination. In all such cases, a condonation fee is applicable to such kind of students. The students should submit the required documents on joining after the absence to the Head of the Department and same to be submitted to the Principal. However, it is recommended that the HOD recommends such students to watch the LCS lectures when joining the college after medical leave.

If students seek exemption from the 10% attendance shortage more than once, their cases shall be reviewed and permitted only based on the discretion of the concerned Head of the Department and Principal. Also, a student can avail this exemption only to a maximum of two semesters during his/her entire period of study.

9.3 Students who do not satisfy Clauses 9.1 and 9.2 and who secure less than 70% overall attendance will not be permitted to write the Semester End Examination and not permitted to move to the next semester. They are required to repeat the incomplete semester in the next academic year, as per the norms prescribed.

10. CLASS COUNSELOR (CC)

10.1 Each class of students belonging to different sections of all the three years has a Class Counselor (CC) who is a regular faculty member of the department. The Head of the Department (HOD) will appoint CCs for all the sections of their classes. The CCs will hold the responsibility from second year of the same batch of students until the completion of the programme. The CCs will maintain all records of the class of students assigned to them and generally counsel them on maintaining good attendance, discipline and academic performance.

10.2 For first year students, the head of the first year courses shall assign a CC for every class. The CCs will maintain all records of the class of students assigned to them and generally counsel them on maintaining good attendance, discipline and academic performance. The responsibilities for the CC shall be:

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

and industrial visits.

11. FACULTY ADVISOR

11.1 To help students plan their courses of study and for general advice on the academic programme, the HODs of individual departments will attach a certain number of students to a teacher of the department who shall function as Faculty Advisor for those students throughout their period of study. Faculty Advisors shall advise the students under their care, monitor the courses undergone by them, check their attendance and progress and counsel them periodically to get better placement opportunities for student's bright future. If necessary, the Faculty Advisor may also convey or discuss information on student's academic performance and progress with the parents concerned.

The responsibilities of the faculty advisor shall be:

- To inform the students about the various facilities and activities available to enhance the student's curricular and co-curricular activities.
- To guide student for registration of the courses.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.
- To collect and maintain the academic and co-curricular records of the students.

12. DEPARTMENTAL CONSULTATIVE COMMITTEE

All departments shall constitute a Departmental Consultative Committee (DCC) consisting of the HOD as Chairperson and five senior faculties, who are professors or associate professors. The responsibilities of DCC are:

1. To review and approve industries or other organizations identified for industrial training, internship or project work of students.
2. To review and approve online/NPTEL/Self-study courses selected by students for their content and quality.
3. To review the IOC offered by industries and to send the recommendations to IOCC.

13. CLASS COMMITTEE (CCM)

13.1 Every class shall have a class committee consisting of teachers of the class concerned, student representatives and a chairperson, who is not teaching the class. It is like the 'Quality Circle' (more commonly used in industries) with the overall goal of improving the teaching learning process. The functions of the class committee include:

- Solving problems experienced by students in the class room and in the laboratories.
- Clarifying the regulations of the degree programme and the details of rules therein particularly.
- Informing the student representatives, the academic schedule including the

dates of assessments and the syllabus coverage for each assessment.

- Informing the student representatives the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / drawing / project work / seminar etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
- Identifying the slow-learners, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students

13.2 The Class Committee for a class under a particular branch is normally constituted by the HOD / Chairperson.

13.3 The Class Committee shall be constituted within the first week of each semester.

13.4 At least 6 student representatives (usually 3 boys and 3 girls) shall be included in the Class Committee.

13.5 The Chairperson of the Class Committee shall invite the Class Counselors, Faculty advisor(s) and the HOD to the meeting of the Class Committee.

13.6 The Principal may participate in any Class Committee meeting of the institution.

13.7 The Chairperson is required to prepare the minutes of every meeting, submit the same to Principal within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are any points requiring support and action from the Management, the same shall be brought to the notice of the Management by the Principal.

13.8 The first meeting of the class committee shall be held within one week from the date of commencement of the semester, in order to inform the students about the nature and weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held in a semester at suitable intervals. The Class Committee Chairperson shall display the cumulative attendance particulars of each student on the Notice Board at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 9 of this Regulation. During these meetings the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

14. COURSE COMMITTEE (COCM) FOR COMMON COURSES

14.1 Each common theory course offered to more than one discipline or group shall have a “Course Committee” comprising all the teachers teaching the common course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the HOD depending upon whether all

the teachers teaching the common course belong to a single department or to several departments. The ‘Course Committee’ shall meet as often as necessary and ensure uniform evaluation of the tests through a common evaluation scheme. Wherever it is feasible, the Course Committee may also prepare a common question paper for the test(s).

15. SYSTEM OF EXAMINATION

15.1 Performance in each course of study shall be evaluated based on (i) Continuous Internal Examination (CIE) throughout the semester and (ii) Semester End Examination (SEE) at the end of the semester.

15.2 Each course, both theory and practical (including project work & viva voce examinations) shall be evaluated for a maximum of 100 marks in SEE. The table below specifies the CIE and SEE weightage in total marks.

Table 7. Assessment for Category of Courses

S.No	Category of courses	CIE	SEE
1.	Theory courses (T)	40	60
2.	Theory courses with laboratory component (TL)	50	50
3.	Theory with project courses (TP)	50	50
4.	Theory with laboratory and Project courses (TLP)	50	50
4.	Laboratory courses (L)	60	40
5.	Laboratory courses with theory courses (LT)	50	50
6.	Laboratory courses with project courses (LP)	50	50
7.	Project work	40	60
8.	All other EEC courses	100	-

15.3 Industrial Training, inplant training, Seminar and internship shall carry 100 marks and shall be evaluated through internal assessment only.

15.4 The SEE of 3 hours duration shall ordinarily be conducted between October

and December during the odd semesters and between April and June during the even semesters.

15.5 The SEE for Project Work shall consist of evaluation of the final report submitted by the student or students of the project group (of not exceeding 4 students) by an external examiner and an internal examiner, followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.

15.6 For the SEE examination of practical courses including Project Work, the internal and external examiners shall be appointed by the Controller of Examinations.

15.7 For the evaluation of mini project, the following is the methodology:

- Mini Project(s) is/are included in curriculum as a practical component with maximum credits of 3. Mini project may be allotted to a single student or to a group of students not exceeding 4 per group.
- The evaluation of mini project shall be conducted in the form of creative methodology as Hackathon.
- During review 1, the students' group shall present their chosen problem statement and justify their selection.
- During review 2, they shall present their solution methodology to the chosen problem statement and also present the requirement (software / hardware).
- During review 3, the groups shall present the progress made on the prototype development.
- The office of COE shall give 3 days to conduct the hackathon for each programme. During the first two days, the students' groups shall complete developing their prototype and showcase the same on the third day as video presentation / demonstration of the working model to the team of evaluators.

16. ASSESSMENT PROCEDURES FOR AWARDING MARKS

All B.E./B.Tech. programmes consist of Theory Courses, Laboratory Courses and Employability Enhancement Courses. Employability Enhancement Courses include Project Work, Seminar, Professional Practices, Case Study and Industrial/Practical Training. Appearance in SEE is mandatory for all courses including theory, laboratory and project work.

The evaluation shall be based on Outcome Based Education (OBE). All other courses included under Employability Enhancement Courses are evaluated by Continuous Assessments only. There is no SEE evaluation for Audit Courses. However, minimum attendance requirement as per clause 9 shall be satisfied.

16.1 Theory courses (T)

The SEE for all the theory courses is conducted for 3 hours duration. Three CIEs will be conducted for each theory course and the assessment pattern for CIE shall

be as illustrated in Table 8. All the three CIE tests are mandatory for internal mark calculation.

Table 8. Assessment pattern for CIE - Theory

Assessment	Duration	Syllabus to be covered	Max. Marks	Weightage
CIE Test 1	1 ½ hours	1 ½ units	50	08
CIE Test 2	1 ½ hours	1 ½ units	50	08
CIE Test 3	1 ½ hours	2 units	50	08
Objective Test	(35+35+45 mins)	3 tests in line with concerned CIE tests)	100	06
Attendance	-	-	-	05
Assignment / Quiz/ Seminar	-	-	20	05
Total				40

The attendance marks will be calculated course wise for internal assessment. The mark split-up for the same shall be as follows:

Table 9. Attendance marks

Attendance percentage in each course	Internal Marks
80 -83 %	1 mark
84 - 87%	2 marks
88- 91%	3 marks
92- 95%	4 marks
96-100%	5 marks

Retest will be conducted at the end of CIE 3 for the students. The retests for one or more than one course in any one CIE can be taken by the students. The students need to get prior approval from HOD concerned and the same shall be forwarded to office of COE within a minimum of 5 days after the respective CIE.

The students who absent themselves for any CIEs due to reasons like Co-

curricular and Extra- curricular activities representing the college at State/National/International level events/any other special permission authorized by their HOD and Principal shall apply for the retest within a minimum of 5 days before the date of commencement of CIE (except medical grounds).

Also, students who wish to improve their CIE marks can register for the retest. As a special case, number of retests for more than one CIE for a student shall be considered on a case-to-case basis considering the merit of the case. Such cases shall be approved by Principal with recommendation from the HOD.

16.2 Laboratory courses (L)

For Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 60 and the Semester End Examination carries 40 marks. Every laboratory exercise / experiment shall be evaluated based on the student's performance during the laboratory class and the student's records maintained. There shall be three assessments. The SEE for Laboratory courses will be of 3 hours duration.

The CIE assessment for laboratory courses follows the pattern given in Table 10.

Table10. CIE Assessment for Laboratory Courses

S. No.	Assessment Method	Max. Marks	Weightage
1.	CIE Test 1	100	15
2.	Quiz 1	20	5
3.	CIE Test 2	100	15
4.	Quiz 2	20	5
5.	Real Time Problem Solving	100	10
6.	Record	-	10
Total			60

16.3 Theory with Laboratory Courses (TL)

There shall be four assessments: CIE1, CIE2 and CIE3 will be similar to assessment of theory course and the CIE 4 will be conducted for assessment of laboratory experiments.

The assessment of CIE and SEE marks shall be:

Table 11. Assessment pattern for Theory with laboratory courses

L	T	P	J	C	CIE 1	CIE 2	CIE 3	CIE 4	SEE	SEE	SEE Pattern
2	0	2	0	3	T	T	T	L	T+L	Theory (25 marks)* Lab (25 marks)*	T- 100 marks, 3 hrs L- 50 marks, 1.5 hrs
3	0	2	0	4	T	T	T	L	T+L	Theory (35 marks)* Lab (15 marks)*	

* Minimum pass percentage is 45% each for theory and Practical examinations of SEE and not less than 50% of total marks prescribed for the course [Internal Assessment + Semester End Examinations] is required.

* T- Theory, L- Laboratory

The internal marks are awarded as per Table 12 below:

Table 12. Assessment pattern for CIE – Theory with Laboratory courses

Assessment	Duration	Syllabus to be covered	Max. Marks	Weightage
CIE Test 1	1 ½ hours	1 ½ units	50	10
CIE Test 2	1 ½ hours	1 ½ units	50	10
CIE Test 3	1 ½ hours	2 units	50	10
CIE Test 4 (Practical)	1 ½ hours	All experiments	50	10
Attendance	-	-	-	05
Assignment / Quiz/ Seminar	-	-	20	05
Total				50

16.4 Theory with Project Courses (TP)

There shall be four assessments: CIE1, CIE2 and CIE3 will be similar to assessment of theory course and the CIE4 shall be a project review. The review shall be conducted by a committee constituted by the respective head of the department.

The assessment of CIE and SEE marks shall be:

Table 13. Assessment pattern for Theory with project courses

L	T	P	J	C	CIE 1	CIE 2	CIE 3	CIE 4 (Project Review)	SEE	SEE	SEE Pattern
2	0	0	2	3	T	T	T	P	T+P	Theory (25 marks)* Project (25 marks)*	T- 100 marks, 3 hrs P- 50 marks.
3	0	0	2	4	T	T	T	P	T+P	Theory (35 marks)* Project (15 marks)*	

*Minimum pass percentage is 45% each for theory and Project review of SEE and not less than 50% of total marks prescribed for the course [Internal Assessment + Semester End Examinations] is required.

* T- Theory, P- Project

Table 14. Assessment pattern for CIE – Theory with Project

Assessment	Duration	Syllabus to be covered	Max. Marks	Weightage
CIE Test 1	1 ½ hours	1 ½ units	50	10
CIE Test 2	1 ½ hours	1 ½ units	50	10
CIE Test 3	1 ½ hours	2 units	50	10
CIE Test 4 (Project)	One review with project report		50	10
Attendance	-	-	-	05
Assignment / Quiz/ Seminar	-	-	20	05
Total				50

Table 15. Components for Project Review (Internal and SEE)

S.No	Components	Max. Marks
1.	Demonstration	10
2.	Presentation	10
3.	Results / Conclusions	10
4.	Contribution to the project implementation	5
5.	Contribution to Societal applications / Patentable idea /Technology Transfer	5
6.	Viva-voce	10
Total		50

16.5 Theory with laboratory and Project Courses (TLP)

There shall be four assessments: CIE1 and CIE2 will be similar to assessment of theory course, CIE3 will be conducted for assessment of laboratory experiments and the CIE4 shall be a project review. The review shall be conducted by a committee constituted by the respective head of the department.

The assessment of CIE and SEE marks shall be:

Table 16. Assessment pattern for Theory with lab and project courses

L	T	P	J	C	CIE 1	CIE 2	CIE 3 Practical	CIE 4 (Project Review)	SEE	SEE	SEE Pattern
2	0	2	2	4	T	T	L	P	T+L+P	Theory (25 marks) * Project (15 marks) * Lab	T - 100 marks, 3 hrs P - 50 marks L – 50 marks

										(10 marks)
3	0	2	2	5	T	T	L	P	T+L+P	Theory (30 marks) * Project (10 marks) * Lab (10 marks)

*Minimum pass percentage is 45% each for theory, laboratory and Project review of SEE and not less than 50% of total marks prescribed for the course [Internal Assessment + Semester End Examinations] is required.

Table 17. Assessment pattern for CIE – Theory with Lab and Project

Assessment	Duration	Syllabus to be covered	Max. Marks	Weightage
CIE Test 1	2 hours	2 ½ units	65	10
CIE Test 2	2 hours	2 ½ units	65	10
CIE Test 3	1 ½ hours	All experiments	50	10
CIE Test 4 (Project)	One review with project report		50	10
Attendance	-	-	-	05
Assignment / Quiz/ Seminar	-	-	20	05
Total				50

The components of assessment for project are same as given in Table 15 of clause 16.4.

16.6 Laboratory courses with theory component (LT)

There shall be three assessments: CIE1 and CIE2 will be similar to assessment of laboratory and the CIE3 will be similar to assessment of theory course. The SEE is conducted as laboratory exam for 3 hours duration.

The assessment of CIE and SEE marks shall be:

Table 18. Assessment pattern for Laboratory courses with Theory

L	T	P	J	C	CIE 1	CIE 2	CIE 3	SEE	Semester End Exam (SEE)	SEE Pattern
1	0	4	0	3	L	L	T	L	Lab (50 marks)	L- 100 marks. 3 hrs
1	0	2	0	2	L	L	T	L	Lab (50 marks)	

The internal marks are awarded as per the table below:

Table 19. CIE Assessment for Laboratory Courses with Theory

S. No.	Assessment Method	Max. Marks	Weightage
1.	CIE 1	100	10
2.	Quiz 1	20	5
3.	CIE 2	100	10
4.	Quiz 2	20	5
5.	CIE 3 (Theory)	60	10
6.	Record		10
Total			50

16.7 Laboratory courses with Project component

There shall be three assessments: CIE1 and CIE2 will be similar to assessment of laboratory and the CIE3 shall be a project review. The review shall be conducted by a committee constituted by the respective head of the department. The SEE is conducted as laboratory exam for 3 hours duration.

The assessment of CIE and SEE marks shall be:

Table 20. Assessment pattern for Laboratory courses with Project

L	T	P	J	C	CIE 1	CIE 2	CIE 3	SEE	Semester End Exam (SEE)	SEE Pattern
0	0	4	2	3	L	L	P	L	Lab (50 marks)	L- 100 marks. 3 hrs
0	0	3	2	2.5	L	L	P	L	Lab (50 marks)	
0	0	2	2	2	L	L	P	L	Lab (50 marks)	

The internal marks are awarded as per the table below:

Table 21. CIE Assessment for Laboratory Courses with Project

S. No.	Assessment Method	Max. Marks	Weightage
1.	CIE 1	100	10
2.	Quiz 1	20	5
3.	CIE 2	100	10
4.	Quiz 2	20	5
5.	CIE 3 (Project)	50	10
6.	Record		10
Total			50

The components of assessment for project are same as given in Table 15 of clause 16.4.

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

16.9 Tamil and Optional Language Courses

These courses are assessed only through internal assessments. 3 CIEs shall be conducted. A student shall secure a minimum of 50% in all the CIEs together. If a student fails, he/she shall redo the course.

Table 22. Assessment pattern for Tamil and OL Courses

Assessment	Duration	Max. Marks	Weightage
CIE Test 1	1.5 hours	50	30
CIE Test 2	1.5 hours	50	30
CIE Test 3	1.5 hours	50	40
Total			100

16.10. PROJECT WORK

For Project work out of 100 marks, the maximum marks for Continuous Assessment is fixed as 40 and the End Semester Examination (project report evaluation and viva-voce examination) carries 60 marks. Project work may be assigned to a single student or to a group of students, not exceeding 4 per group.

The project work shall be undertaken by students either in industry or in the college.

The total credit for project work in semester 8 is 12.

There shall be three reviews (each 50 marks) during the semester by a review committee. The student shall make presentation on the progress made before the committee. The Head of the Department shall constitute a review committee for each programme. There shall be a minimum of three members in the review committee. The committee shall consist of the guide, project coordinator and one of the faculty members.

The student(s) is expected to submit the project report on or before the last working day of the semester. The SEE for the project work shall consist of the evaluation of the final project report submitted by the student or students of the project group by an external examiner, followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner and an internal examiner (other than supervisor). The project coordinator shall be the internal examiner. The COE shall appoint the External Examiner for the SEE of the Project Work. The project report shall be submitted as per the approved guidelines given by Controller of Examinations. The continuous assessment and Semester End Examination marks for Project Work and the Viva-Voce Examination will be distributed as indicated below.

The continuous assessment for Project work is as follows:

Table 23. Assessment for Project work

Number of Project Reviews	Internal Assessment marks	SEE- Project Viva-voce marks
Three	3 Project reviews : 30 Final Project Report : 10	60
Total	40	60

Table 24. Components for SEE-Project Viva voce

S.No	Components	Max. Marks
1.	Demonstration	20
2.	Presentation	10
3.	Results / Conclusions	20
4.	Independent contribution to the project	10
5.	Project's relevance to Societal applications /Patentable idea /Technology Transfer	20
6.	Viva-voce	10
7.	Publication	10
Total		100

The project evaluation shall be carried out with internal examiner and external examiner. Both the examiners shall evaluate the project for 90 marks (excluding the marks for publication). 50% weightage of both the examiners shall be considered. If the project has been carried out in industry, an industry person shall be invited as external examiner. In such cases, 30% and 70% weightage is given for the evaluation done by internal and external examiner respectively.

During the final project evaluation (Viva-voce) for 100 marks, 10 marks are allotted for publication for UG programmes. Those marks shall be awarded by the COE after the careful inspection of the documents submitted by the departments. The heads of the departments / project coordinator(s) shall submit the proof of the publication details to the office of COE before 10 days from the start of the viva-voce examination. The marks shall be given as below:

1. If published in conference proceedings - 7 marks
2. If published in Scopus Indexed Proceedings / Journal - 8 marks
3. If published in WOS indexed proceedings / journal - 9 marks
4. If applied for patent - 10 marks

16.11 Assessment of Mini project / Innovative Project

The evaluation for SEE shall be carried out in the following way:

- i. The team consists of Industry personnel, faculty and peer students. Evaluation metrics and rubrics are provided to each of the evaluators. For computing the final marks, 50% weightage from Industry evaluators, 40% weightage from faculty evaluators and 10% weightage from student evaluators, is considered. The numbers of Industry evaluators and faculty evaluators for each programme will be decided by the HOD and COE as per the number of teams.
- ii. Industry evaluators are appointed by the office of COE for which the list of such evaluators is provided by the respective departments. The faculty evaluators are also appointed by the office of COE as recommended by the respective HOD. The peer evaluators are chosen by the coordinators as one student from each team.
- iii. Within 5 days after the completion of Hackathon, the students shall submit the mini project report as per the approved guidelines given by Controller of Examinations.

16.12 Assessment of Audit Courses

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

16.13 Assessment for seminar / professional practices / case study

The Seminar / Case study / Creative and Innovative Project shall carry 100 marks and shall be evaluated through continuous assessment only. Every student is expected to present a minimum of 2 presentations / demonstration per semester before the evaluation committee and for each presentation / demonstration, marks can be equally apportioned. The three member committee consisting of one co-ordinator and two members appointed by the Head of the Department shall evaluate and at the end of the semester, the marks are consolidated and taken as the final mark. The evaluation shall be based on the seminar paper / report (40%), presentation / demonstration (40%) and response to the questions asked during presentation / demonstration (20%).

16.14 Assessment of Industrial / practical / in plant training / internship

The Industrial Training, in plant training and Summer / winter Internship shall carry 100 marks and shall be evaluated through internal assessment only.

The following is the assessment methodology to be followed:

1. Students shall submit a report on the work done during the course duration which consists of the following:

- Description of the work
- Feedback from the respective Industry mentor (not applicable for seminar)
- Photographs of the students in the industry if the work is undertaken there
- Completion certificate from the Industry / faculty mentor

3. The final viva-voce shall be conducted by a committee duly appointed by the office of COE which consists of a person from the related industry, two faculty members –

1. From the same department;
2. From another related department

16.15 Assessment of Industry Oriented Courses (IOC)

The conduct of Industry Oriented Courses (vide clause 7.5, not included in the curriculum concerned) in the departments shall be approved by Industry Oriented Courses Committee (IOCC). IOCC shall approve the courses based on minutes of the Department Consultative Committee meeting showing details of its recommendations for the proposed IOCs along with the profile of industry experts and gap analysis for offering the course for students.

For industry-oriented courses, the course content, delivery, question paper setting and final evaluation shall be done only by the industrial experts concerned. The final evaluation of these IOCs shall be completed within one month of the completion of the course.

The following documents are to be submitted by departments to Principal for approval. The approved documents shall be forwarded to Controller of Examinations for credit transfer and entry in grade sheet.

1. The DCC minutes showing the recommendation for the IOCs proposed by departments.
2. Approval letter / minutes from IOCC for conduct of the IOCs in coordination with COE.
3. The DCC minutes showing evaluation pattern and its results for the courses undergone by students, certificates (issued by the industry concerned) submitted by the students and mark lists, if any.

16.16 Assessment of Online courses

Students shall register only for the online courses (vide Clause 7.3) approved by DCC concerned, for award of credits in curriculum. The DCC approved online courses shall be of advanced/ related to the domain / areas of their department or recent technical area that will cater student's career growth. Students shall not register for online courses which are already there in Professional core category of their curriculum under study. The DCC concerned has to verify the contents of the online courses with that of similar courses in curriculum.

Students shall score a minimum of 50% marks in the Online course which he/she had completed in a semester. For students who have scored marks less than 50, credits will not be awarded and will not figure in grade sheet.

For students who have scored 50% of marks and above, the grades O, A⁺, A, B⁺, B, C as stated in Clause 23 shall be awarded and will figure in their grade sheet.

The DCC shall submit the following documents to Principal for awarding credits in the curriculum.

- i. DCC minutes showing the approval for online courses for students registration.
- ii. List of students who cleared online courses, with course name, duration, marks scored and credits earned.

The Principal approved letter along with the documents shall be forwarded to COE for mark sheet entry.

16.17 Assessment of Comprehension

This course is assessed only through internal assessments. 3 CIEs shall be conducted for the comprehension course. A student shall secure a minimum of 50% in all the CIEs together. If a student fails, he/she shall redo the course. If a student has a valid GATE score, he / she can transfer 1 credit.

Table 25. Assessment pattern for Comprehension

Assessment	Duration	Max. Marks	Weightage
CIE Test 1	2 hours	50	30
CIE Test 2	2 hours	50	30
CIE Test 3	2 hours	50	40
Total			100

16.18 Questions based on HOTS

To test the students' skills, questions based on Higher Order Thinking Skill (HOTS) have been introduced in all CIEs and SEEs. As per Bloom's Taxonomy, 50% of the questions set in both CIE and SEE would be pertaining to HOTS. For open book examinations, 100% questions would be HOTS in nature.

16.19 . Marks earned through additional learning and publications

16.17.1. Additional Learning

To provide opportunities to students who are ambitious, students can benefit earning additional marks, to a maximum of 10. The marks will be added to the internal marks scored for one course or more courses per semester or as per the directions given by the college, through circulars. This additional benefit is given to a student once in

his/her entire period of study. The marks shall be awarded if the students take up any one of the following activities:

- i. Online courses (Swayam/NPTEL) that are relevant to the registered course and shall have completed in topper 1% or 2% or shall have secured GOLD.
- ii. Undertook a project in a course and has a tangible output, the effort and output can be considered for the award of additional marks.
- iii. Hackathons, makeathon and similar activities such as Smart India Hackathon

In any case, prior approval from the faculty handling the course, HOD, Dean Academics and Principal is essential for the inclusion of additional marks for such categories.

To ensure the credibility of the work done by the students, a committee shall be formed which consists for 5 faculty members in the cadre of Professors, Dean Academics and Principal. The committee shall review the work or the accomplishments and based on their recommendation, marks shall be awarded.

16.17.2 Publications

Students will be awarded 10 marks for a publication, in which he/she is the author or co-author and the publication is accepted in a Scopus/Pubmed/WOS/SCI Indexed journal. This is to be validated and approved by the Dean R&D. The marks will be added in the total marks after the semester end examination in any one subject, where there is an opportunity for the student to improve his/her grade. The marks will be awarded to a course in which the student has scored lesser marks when compared to other courses. The marks shall be awarded to a maximum of 5 students for a publication.

17. DISPLAY OF INTERNAL MARKS

Internal marks approved by the head of the institution shall be displayed by the respective HODs within 5 days from the last working day.

18. TRANSFER OF CREDITS IN CURRICULUM

18.1 Transfer of credits earned through NCC- B and C Certificates with 3 credits each to Open elective courses in curriculum

NCC students are motivated to complete NCC B and C certificates during their period of study. Students can earn three credits each by completing NCC B and C certificates. NCC students who complete B & C certificates can earn 3 credits each with a total of 6 credits. The earned credits can be transferred to 2 open elective courses (3 credits each) in their curriculum. The NCC officer(s) shall submit the names of the students who have completed B and or C certificates to the Principal along with the marks sheet and certificate(s). After approval by the Principal, the list is forwarded to COE for inclusion in the grade sheet.

The Grades secured by students in B & C certificate exams shall be given grades as per clause 23.

18.2 Transfer of credits earned through NPTEL

The students can transfer a maximum of 3 credits to a professional elective course during their period of study.

18.3 Transfer of credits earned through IOC

The students can transfer a maximum of 3 credits to a professional elective course during their period of study.

18.4 Transfer of credits earned through GATE

The students can transfer 1 credit to the comprehension course if he /she has a valid GATE score.

18.5 Transfer of credits through Internship based industry immersed programme in CBCS curriculum

The programme shall be implemented from 3rd semester every year. The Head of the Department and the respective CCs and FAs shall be responsible for identifying the students to carry out the projects given by the Industry. Once the students start their internship, the number of hours put in by the students in the project shall be recorded by the assigned faculty member.

The credits can be transferred to specified courses based on the number of hours spent by the students and completion report from the Industry. The following shall be applied while transferring credits to the courses:

Credits shall be transferred to

1. A professional elective course, if number of hours spent for the project implementation is ≥ 100 hours
2. One mini project course / one Internship / one Innovative project and a professional elective course, if number of hours spent for the project implementation is ≥ 200 hours
3. A mini project course/ Internship/Innovative Project , if number of hours spent for the project implementation is ≥ 120 hours

Once the selected students finish their project, the transfer shall be done during their 6th and / or 7th semester. For transfer of credits, the following documents shall be submitted:

1. Industry in which the project is carried out
2. Acceptance letter / offer letter from the Industry along with terms and conditions
3. Name, designation and experience of the Industry mentor
4. Name of the Faculty mentor
5. Number of hours spent by the students duly signed by the Industry mentor, faculty mentor and HOD
6. Project completion report from the Industry

The assessment is same as that of mini project / project work (i.e.) three reviews shall be conducted during the project work and a viva-voce shall be conducted at the end of project work with the Industry mentor as the external examiner.

18.6 If a student earns less than three credits from any of EECs (not included in curriculum concerned) at the end of semester 6, the courses cleared by him/her along with the relevant credits shall be displayed in the sixth semester grade sheet as “VALUE ADDED COURSES” along with the regular courses as per the curriculum concerned. The credits for these additional courses shall not be considered in the computation of the CGPA.

18.7 The list of students who wish to drop a professional elective in a semester shall be approved by Principal and forwarded to COE within 10 working days after the commencement of regular class hours of that semester.

18.8 A professional elective in which a student having an arrear cannot be dropped in lieu of the credits earned from EEC.

19. MoU with foreign universities

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

20. Conduct of Academic Audit

Every department shall strive for a better performance of the students by conducting the internal assessments as mentioned in Clause 16. 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 16, 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 programme in a semester by forming the respective committees.

21. DETAILS OF FACULTY PEDAGOGICAL AND STUDENT ASSESSMENT RECORD

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

- Time-table, Course syllabus, Program outcomes, Course outcomes and their mapping, Learning resources developed, Topics taught beyond the syllabus
- Details of attendance of each student marked in each theory /practical /project work class.
- CIE Test marks, Details of Assignment / Seminar given, Course Delivery details, Corrective and Preventive actions on test performance of students and any other

additional details.

- CO attainment, remedial classes conducted, sample test papers of CIEs and sample assignments

The FRB should be submitted to the HOD periodically (at least two times in a semester) for checking the syllabus covered, the test marks and attendance. The HOD shall put his/her signature and date in the FRB after due verification. At the end of the semester, the FRB shall be verified by the Principal who will also ensure safe custody of the document for at least five years.

22. PASSING REQUIREMENTS

- 22.1** A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + Semester End Examinations] with a minimum of 45% of the marks prescribed for the Semester End 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).
- 22.2** If a student fails to secure a pass in a theory course / laboratory course (except electives), the student shall register and appear only for the Semester End 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 + Semester End Examination) as per clause 22.1, then the student shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the Semester End examinations alone.
- 22.3** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 22.1, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the University end semester examinations alone. If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 9 and appear for the semester end examination.
- 22.4** If a student is absent during the viva - voce examination, it would be considered as fail. If a student fails to secure a pass in Project Work, the student shall register for the course again in the subsequent semester and can do Project Work.
- 22.5** The passing requirement for the courses which are assessed only through

purely internal assessments (EEC courses except Project Work and laboratory), is 50% of the internal assessment (continuous assessment) marks only.

- 22.6** A student can apply for revaluation of the student's semester examination answer paper in a theory course, as per the guidelines of the 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.

23. GRADING

23.1 Relative Grading

For those students who have passed the course (theory course/ laboratory integrated courses/ theory integrated courses / all other EEC except laboratory courses and project courses), Relative Grading method shall be followed. The marks of those students who have passed only shall be inputted in the software developed for relative grading which is given by Anna University. If the students' strength is greater than 30, the relative grading method shall be adopted.

23.2 Absolute Grading

For all the courses, if the students strength is less than or equal to 30, then the absolute grading shall be followed with the grade range as specified in the table below.

For the project work/ internship and laboratory courses absolute grading procedure shall be followed as given in table.

The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

Table 26. Grades, Grade Points and Range of Mark

O	A+	A	B+	B	C	RA
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
RA (Re-appearance)	0
SA (Shortage of Attendance)	0
W (Withdrawal)	0

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

‘SA’ denotes shortage of attendance (as per clause 9.3) and hence prevented from writing the end semester examinations. ‘SA’ will appear only in the result sheet.

“RA” denotes that the student has failed to pass in that course. “W” denotes withdrawal from the exam for the particular course. The grades RA 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 Semester End Examinations as per the Regulations.

If the grade RA is given to Theory Courses/ Laboratory Courses it is not required to satisfy the attendance requirements (vide clause 9), but has to appear for the end semester examination and fulfil the norms specified in clause 22 to earn a pass in the respective courses.

If the grade RA is given to EEC course (except Project Work), which are evaluated only through internal assessment, the student shall register for the course again in the subsequent semester, fulfil the norms as specified in clause 22 to earn pass in the course. However, attendance requirement need not be satisfied.

- 23.3** For the Co-curricular activities such as National Cadet Corps (NCC)/ National Service Scheme (NSS) / NSO / YRC / Science club / Literary Club/ Fine Arts Club, a ‘completed’ remark will appear in the Grade Sheet on successful completion of the same. Every student shall put in a minimum of 75% attendance in the training and attend the camp or events of the clubs compulsorily. The training and camp or club events shall be completed during the first year of the programme. However, for valid reasons, the Head of the Institution may permit a student to complete this requirement in the subsequent years.
- 23.4** The grades O, A+, A, B+, B, C obtained for the one/two credit course (not the part of curriculum) shall figure in the Grade Sheet under the title ‘Value Added Courses/Internship/Industrial training’. The courses for which the grades obtained are RA, SA will not figure in the Grade Sheet.
- 23.5** For the students who complete the Audit Course satisfying attendance requirement, the title of the Audit Course will be mentioned in the Grade Sheet. If the attendance requirement is not satisfied, it will not be shown in the Grade Sheet.

24. GRADE SHEETS

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

GPA 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.

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

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

where C_i is the number of Credits assigned to the course

GP_i is the point corresponding to the grade obtained for each course

n is number of all courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA

25. REVALUATION OF ANSWER PAPERS

25.1 REVALUATION

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

The answer script is to be valued and justified by a course expert, who handled the course and recommend the student to apply for revaluation. Based on the recommendation, the student can register for revaluation through proper application and prescribed fee payment approved by course expert, HOD and Principal. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Department. Revaluation is not permitted for practical courses, project work and optional language courses.

25.2 REVIEW

A student who is not satisfied with Revaluation can apply for Review of his /her SEE answer paper in a theory course, on payment of a prescribed fee through proper application to the Controller of Examinations with the approval of Head of the Department. Students who have applied for photocopy-cum- revaluation only are eligible to apply for Review.

26. SPECIAL SUPPLEMENTARY EXAMINATIONS

26.1 Special Supplementary Examinations will be conducted only once (within 30 days) after the publication of seventh semester SEE results. Final year students having less than or equal to 4 arrear courses (from semester 1 to 7) only are permitted to take up this examination. Revaluation will not be applicable for failed courses in special supplementary examination.

27. ELIGIBILITY FOR THE AWARD OF THE DEGREE

27.1 A student shall be declared to be eligible for the award of the B.E. / B.Tech. Degree 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. Successfully completed the course requirements, appeared for the Semester End examinations and passed all the subjects within the period as prescribed in clause 5.1.
- iii. Successfully passed any additional courses prescribed whenever the student is readmitted under Regulations R-2023 from the earlier Regulations.
- iv. Successfully completed the NCC / NSS / NSO / YRC / Science Club / Literature Club / Fine Arts Club requirements.
- v. No disciplinary action pending against the student.
- vi. The award of Degree must have been approved by the Syndicate of the University.

27.2 CLASSIFICATION OF THE DEGREE AWARDED

27.2.1 FIRST CLASS WITH DISTINCTION

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

- Should have passed the examination in all the courses of all the eight semesters (6 semesters in the case of Lateral Entry) in the student's first appearance within five years (Four years for Lateral Entry) which includes authorized break of study of one year. Withdrawal from examination (vide Clause 28) 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 semester end examination due to lack of attendance in any semester.

27.2.2 FIRST CLASS:

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

- Should have passed the examination in all the courses of all eight semesters (6 semesters for Lateral Entry) within five years (Four years in the case of Lateral Entry), which includes one year of authorized break of study (if availed) or prevention from writing the semester end examination due to lack

of attendance (if applicable).

- Should have secured a CGPA of not less than 6.50.

Table 27. First class with distinction

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits above the requirement 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	First attempt	One year authorised break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech Lateral entry	3Years	4 Years	---	8.50	First attempt	One year authorised break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech (Honours) Specialisation 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	First attempt	One year authorised break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech (Honours)	3 / 4 Years (Lateral entry, Regular respectively)	4 / 5 Years (Lateral entry, Regular respectively)	18 credits from more than one verticals of the same programme	8.50	First attempt	One year authorised break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt

B.E./B.Tech minor in other specialisation	3 / 4 Years (Lateral entry, Regular respectively)	4 / 5 Years (Lateral entry, Regular respectively)	18 credits from any one vertical of the other programme	8.50	First attempt	One year authorised break of study included in the duration permitted(i ii)	Not permitted	Will not be considered as an attempt
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Table 28. First class

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits above the requirement 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	-	6.50	-	One year authorised break of study included in the duration permitted (iii)	Included in the Duration permitted (iii)	-
B.E./B.Tech Lateral entry	3Years	4 Years	-	6.50	-	One year authorised break of study included in the duration permitted (iii)	Included in the Duration permitted (iii)	-

B.E./B.Tech (Honours) Specialisation 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	7.50	First attempt	One year authorised break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech (Honours)	3 / 4 Years (Lateral entry, Regular respectively)	4 / 5 Years (Lateral entry, Regular respectively)	18 credits from more than one verticals of the same programme	7.50	First attempt	One year authorised break of study included in the duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech minor in other specialisation	3 / 4 Years (Lateral entry, Regular respectively)	4 / 5 Years (Lateral entry, Regular respectively)	18 credits from any one vertical of the other programme	6.50	-	One year authorised break of study included in the duration permitted (iii)	Included in the duration permitted (iii)	-

27.2.3 SECOND CLASS:

B.E / B. Tech Regular and lateral entry and B.E/B.Tech Minor in other specialization degree students (not covered in clause 27.2.1 and 27.2.2) who qualify for the award of the degree (vide clause 27.1) shall be declared to have passed the examination in Second Class.

Student earned additional 18 credits as per clause 4.10.1 and 4.10.2 but does not satisfy the conditions mentioned in 27.2.1 or 27.2.2 shall not be awarded B.E/B.Tech Honours. 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 or student may opt to consider these additional courses as per clause 4.10.9 and 4.10.10.

27.3 A student who is absent in semester end examination in a course / project work after having registered for the same shall be considered to have appeared

in that examination for the purpose of classification.

28. PROVISION FOR WITHDRAWAL FROM SEMESTER END EXAMINATION

28.1 A student may, for valid reasons, (medically unfit / unexpected family situations / sports approved by the Principal and the HOD) be granted permission to withdraw from appearing for the semester end examination in any course or courses in ANY ONE of the semester examinations during the entire duration of the degree programme. The application shall be sent to the COE through the Head of the Institutions with required documents.

28.2 Withdrawal application is valid if the student is otherwise eligible to write the examination (Clause 9) 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 9) and earned continuous assessment marks.

i. Notwithstanding the requirement of mandatory TEN days' notice, applications for withdrawal for special cases under extraordinary conditions will be considered on merit of the case.

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

28.4 Withdrawal shall not be considered as an appearance for deciding the eligibility of a student for First Class with Distinction.

28.5 Withdrawal is permitted for the semester end examinations in the final semester only if the period of study of the student concerned does not exceed 5 years or 4 in the case of lateral entry as per clause 27.2.2.

29. BREAK OF STUDY FROM A PROGRAMME

29.1 A student is permitted to go on break of study for a fixed period of one year as a single break in the entire course of study. However, in unavoidable situation the student may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and rejoin the programme in a subsequent year, permission may be granted based on the merits of the case provided he / she applies to the Principal in advance, but not later than the last date for registering for the SEE of the semester in question, through the Head of the Department stating the reasons therefore and the probable date of re-joining the programme.

29.2 When a student applies for break of study, the student shall apply to the Principal and Dean Academics in advance, in any case, not later than the last date of the first assessment period. The application (downloaded from website) duly filled by the student shall be submitted through the Head of the Department.

29.3 The students permitted to re-join the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of re-joining. The students re-joining in new Regulations shall apply to the Principal and Dean Academics in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional/equivalent courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.

29.4 The total period for completion of the Programme reckoned from, the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study (vide clause 29.1) in order that he/she may be eligible for the award of the degree.

29.5 If any student is prevented for want of required attendance, the period of prevention shall not be considered as authorized 'Break of Study' (Clause 29.1).

30. ELIGIBILITY FOR THE DEGREE

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

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

31. CONSOLIDATED STATEMENT OF GRADES

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

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

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

32. STANDING COMMITTEE FOR ACADEMIC MATTERS

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

Table 29. Standing Committee

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

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

33. MALPRACTICES IN TESTS AND EXAMINATIONS

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

34. INDUSTRIAL VISIT

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

35. DISCIPLINE

Every student is required to observe proper discipline and decorum both inside and outside the college and not to indulge in any activity which will tend to bring down the reputation of the college. The Principal shall constitute a Disciplinary Committee consisting of Principal and two HODs, of which one should be from the faculty to which the student belongs, to enquire into the acts of indiscipline and notify the Principal about the disciplinary action recommended, for approval.

36. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The college may from time to time revise, amend or change the Regulations, curriculum, syllabus and scheme of examinations through the Academic Council.



Positive Thinking

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

Tips to Positive Thinking

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



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