

VELALAR COLLEGE OF ENGINEERING AND TECHNOLOGY, ERODE
(An Autonomous Institution Affiliated to Anna University)

UG REGULATIONS 2016
CHOICE BASED CREDIT SYSTEM
Common to All B.E./ B.Tech Degree Programmes

These regulations are applicable to candidates admitted into B.E./B.Tech Degree Programmes from the academic year 2016 - 2017.

Regulations 2016 have been prepared in accordance with the guidelines given by the University Grants Commission, All India Council for Technical Education and affiliating University with features of the Choice Based Credit System (CBCS). The “Regulations 2016” is applicable to the candidates admitted to the Bachelor of Engineering (B.E.) / Bachelor of Technology (B.Tech.) Degree Programmes of the Institution in the academic year 2016-2017 and subsequently.

The regulations hereunder are subjected to amendments as may be decided by the Academic Council of the Institution from time to time. Any or all such amendments will be effective from such date and to such batches of students (including those already in the middle of the programme) as may be decided by the Academic Council.

1. DEFINITIONS

In these Regulations, unless otherwise specified:

1. “**University**” means ANNA UNIVERSITY, Chennai.
2. “**College**” means VELALAR COLLEGE OF ENGINEERING AND TECHNOLOGY.
3. “**Programme**” means UG Degree Programme that is B.E./ B.Tech. Degree Programme.
4. “**Branch**” means specialization or discipline of B.E./B.Tech. Degree Programme, like Civil Engineering, Information Technology, etc.
5. “**Course**” means a theory or practical course that is normally studied in a semester, like Mathematics, Physics and chemistry laboratory etc.
6. “**Credit**” means a numerical value allocated to each course to describe the candidate’s workload required per week.
7. “**Grade**” means the letter grade assigned to each course based on the marks range specified
8. “**Grade point**” means a numerical value (0 to 10) allocated based on the grade assigned to each course.
9. “**Principal**” means Chairman, Academic Council of the College.
10. “**Controller of Examinations**” means authorized person who is responsible for examinations of the College.
11. “**Head of the Department**” means the concerned Head of the Department of the College.

2. CONDITIONS FOR ADMISSION

2.1 First Semester Admission

The candidates seeking admission to the first semester of the eight semester Degree of Bachelor of Engineering (B.E) / Bachelor of Technology (B.Tech) programme should have passed the Higher Secondary Examination (10 + 2) in the academic stream with Mathematics, Physics and Chemistry as three of the four subjects of study under Part-III subjects of the study conducted by the Government of Tamil Nadu or any examination of any other University or authority accepted by the Syndicate of Anna University, Chennai 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. They should also satisfy other eligibility conditions as prescribed by the Anna University, Chennai and Directorate of Technical Education, Chennai from time to time.

2.2 Lateral Entry Admission

The candidates who hold a Diploma in Engineering / Technology awarded by the State Board of

Technical Education, Tamilnadu or its equivalent are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech. in relevant branches of study.

(OR)

The candidates who hold a B.Sc. degree (10+2+3 stream) with mathematics as one of the subjects at the B.Sc. level from a recognised University are eligible to apply for Lateral entry admission to the third semester of B.E. / B.Tech. Such candidates shall undergo two additional Engineering course(s) in the third and fourth semesters as prescribed by the College. They should satisfy other eligibility conditions prescribed by the Anna University, Chennai and Directorate of Technical Education, Chennai from time to time.

3. PROGRAMMES AND BRANCHES OF STUDY

The following programmes and branches of study, approved by Anna University, Chennai and All India Council for Technical Education, New Delhi, are offered by the College.

Programme	Branch
B. E.	Biomedical Engineering
	Civil Engineering
	Computer Science and Engineering
	Electrical and Electronics Engineering
	Electronics and Communication Engineering
	Mechanical Engineering
B.Tech.	Information Technology

4. STRUCTURE OF THE PROGRAMMES

4.1 Categorization of Courses

Every Programme shall have a curriculum with syllabi comprising of both theory and practical courses in each semester that have been approved by the respective Board of Studies and Academic Council of the College. The courses shall be categorized as follows:

1. **Humanities and Social Sciences (HS)** courses include English, Communication skills, Value Education, Professional Ethics and Human Values, Environmental Science etc.
2. **Basic Sciences (BS)** courses include Mathematics, Physics, Chemistry, Material Science, Physical Sciences etc.
3. **Engineering Sciences (ES)** courses include, Engineering Drawing, Basics of Electrical, Electronics, Civil and Mechanical Engineering, Programming, Engineering practices etc.
4. **Professional Core (PC)** courses include the core courses relevant to the chosen branch of study.
5. **Professional Elective (PE)** courses include the elective courses relevant to the chosen branch of study.
6. **Open Electives (OE)** : A student has to choose Open Elective courses from the open electives offered by any BE / B.Tech programme other than his own programme.. The open elective courses on offer are subject to availability of faculty members, time table slot, class rooms and minimum class strength specified from time to time.
7. **Mandatory courses (MC)** include the courses that are to be completed by every student; these are courses useful for a student's career. There are no credits / grades associated with these courses and will neither be included in the CGPA calculation nor be in the classification of Degree.
8. **Employability Enhancement (EE)** Courses include Project Work, Industrial / Practical Training, internship, Seminar, Professional Practices, Case Study, etc.
9. **Value Added Courses (One Credit courses):** One credit courses shall be offered by a Department with the prior approval from respective Board of Studies. If the total credit thus earned is three or more, then one elective course may be exempted. A student may be permitted to take up VAC from other departments with approval from the both the Heads of the Departments.
10. **Online courses / self study courses:** (like MOOC, Spoken Tutorials) Candidates may be permitted to

take up only one online course / self study course with a maximum of three credits with the approval of the respective Board of Studies. In case of credits earned through online mode from a University approved by the respective Board of Studies, the credits may be transferred following the due approval procedures. The Department may offer any elective course as a self study course / any course which has not been prescribed in the regular curriculum. The candidates shall study such courses on their own under the guidance of a member of the faculty with no formal lectures need be delivered. The self study course / online course of 3 credits can be considered instead of one elective Course.

4.2 Credit Assignment

Each course is assigned certain number of credits based on the following. The minimum number of credits to complete a programme shall be **180**.

Contact period per week	Credits
One Lecture Period	1
Two Practical / Tutorial Periods	1
Two Project Work Periods	1

4.3 Flexibility to Add or Drop courses

4.3.1 A candidate has to earn the minimum 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 candidate wishes, then the candidate is permitted to earn more than the total number of credits prescribed in the curriculum of the candidate's programme.

4.3.2 From the 5th to 7th semesters the candidates have the option of registering for additional courses or dropping of existing courses. Such dropped courses can be taken up in the subsequent semester. However backlogged dropped courses registered in the current semester cannot be dropped. Add / Drop is only an option given to the candidates. Total number of credits of such courses cannot exceed 6.

4.4 Maximum number of credits the candidate can enroll in a particular semester cannot exceed 30 credits.

4.5 The blend of different courses shall be so designed that the candidate at the end of the programme would have been trained not only in his / her relevant professional field but also would have developed to become a socially conscious human being.

4.6 The medium of instruction, examinations and project report shall be English except in language courses.

5. DURATION OF THE PROGRAMME

5.1 A candidate is normally expected to complete the B.E. / B.Tech. Degree Programme in 8 consecutive semesters, (6 consecutive semesters in case of lateral entry candidates) but in any case not more than 14 semesters. (Not more than 12 semesters in the case of lateral entry candidates).

5.2 Each semester shall normally consist of 90 working days or 450 periods of 50 minutes each including Continuous assessment test periods. 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. The Institution may conduct additional classes for improvement, special coaching, conduct of model test etc., over and above the specified periods.

5.3 The Semester Examination will ordinarily follow immediately after the last working day of the semester commencing from I semester as per the academic schedule prescribed from time to time.

5.4 The total period for completion of the programme reckoned from the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of Authorised break of study in order that he/she may be eligible for the award of the degree.

- 5.5 However, in case the University / College permits the candidates who have not completed the programme even after the prescribed period, they shall be allowed to appear for examinations in equivalent courses in the regulations in effect.

6. COURSE REGISTRATION FOR THE EXAMINATION

- 6.1 Registration for the semester examination is mandatory for courses in the current semester as well as for the arrear courses failing which the candidate will not be permitted to move on to the higher semester. This will not be applicable for the courses which do not have a semester examination.
- 6.2 The candidates who need to reappear in any laboratory course / any other course which has only continuous assessment shall enroll for the same in the subsequent semester, when offered next, and repeat the course. In this case, the candidate shall attend the classes, satisfy the attendance requirements, earn Continuous Assessment marks. This will be considered as attempt for the purpose of classification.

7. ASSESSMENT AND EXAMINATION PROCEDURE FOR AWARDING MARKS

- 7.1 All B.E./B.Tech. Programmes consist of examinations in all Theory Courses, Laboratory Courses, Project Work, and Industrial / Practical Training. Appearance in Examinations is mandatory for all courses.
- 7.2 Performance in each course of study shall be evaluated based on (i) Continuous assessments (CA) throughout the semester and (ii) Semester examination (SE) at the end of the semester. All courses shall be evaluated for the specified maximum marks with the apportionment of marks for Continuous Assessment and Semester Examination as below:

Sl. No.	Category of Course	Maximum Marks	Apportionment of	
			Continuous Assessment Marks	Semester Examination Marks
1.	Theory Courses	100	40	60
2.	Laboratory Courses	100	50	50
3.	Mini Project	100	50	50
4.	Project Work	100	50	50
5.	Industrial / Practical Training /Internship / Summer Project /All other courses	100	100	-

- 7.3 Examiners for setting semester examination question papers for theory courses, evaluating semester examination answer scripts and evaluating project works shall be appointed by the Controller of Examinations after obtaining approval from the Chairman, Academic Council of the College.

7.4 Theory Courses

For all theory courses, out of 100 marks, the continuous assessment shall be for 40% marks and the semester examination shall be for 60% marks. The semester examinations shall be conducted for 100 marks and the marks reduced to 60%. The continuous assessment tests (CATs) shall be conducted as per the academic schedule. The tests of 01 Hour 30 Minutes duration shall be conducted for 50 marks and reduced to 10 marks each. The total of the continuous assessment marks and the semester examinations marks shall be rounded off to the nearest integer as per the *standard round-off method*.

- 7.4.1 The apportionment of continuous assessment marks shall be as follows:

Sl. No.	Assessment tool	Marks	Remarks
1.	CA Test - I	10	Absolute Mark System
	CA Test - II	10	
	CA Test – III	10	
2.	One Assignment (at Application level)	05	
3.	Comprehension / Activity based learning / Seminar / Class notes	05	To be assessed by the Course Faculty
Total		40	Rounded off to one decimal place

7.4.2 One remedial test shall be conducted for those candidates who were absent for any CAT with valid reasons (Medical / Sports or any other reason approved by the Principal) or improvement of marks for any of the three tests. The portions for the test will be decided by the faculty concerned. The marks obtained shall be considered against that test absented. The candidates absenting for more than one test shall forego the marks accordingly.

7.4.3 The semester examination for theory courses shall be for duration of 3 hours and it shall normally be conducted between November and January during the odd semester and between April and June during the even semester every year.

7.5 Practical Courses

For all practical courses the continuous assessment shall be for 50 marks and semester examination shall be for 50 marks. Each exercise / experiment shall be evaluated based on the candidate's performance during the laboratory class and the candidate's records maintained for both continuous assessment and semester examination as shown below:

Sl.No.	Continuous Assessment	Marks	Remarks	Scaled to
1	Conduct of Experiment	15	These are evaluated for each experiment for a minimum of 10 experiments; Reduced to a scale of 40	40
2	Observation & Results	15		
3	Viva-voce	10		
4	Laboratory record	10		
5	Model Test	100		10
Sl.No.	Semester Examination	Marks		
1	Conduct of experiment	50	These are totaled and reduced to a scale of 50	50
2	Observation & Results	30		
3	Viva-voce	20		
			Grand Total	100

7.6 Project Work

7.6.1 For project work, the continuous assessment shall be for 50 marks while the semester examination consisting of evaluation of project report and viva-voce shall be for 50 marks. Project work shall be assigned to a single candidate or to a group of candidates not exceeding 4 candidates in a group.

7.6.2 The Head of the Department shall constitute review committees for project work. There shall be three assessments by the review committee during the semester. The candidate shall make presentation on the progress made by him/her before the committee.

7.6.3 The Project Report prepared according to approved guidelines and duly signed by the Supervisor and the Head of the Department shall be submitted to Head of the Department. The candidate(s) must submit the project report within the specified date as per the academic schedule of the semester. If the project report is not submitted within the specified date then the candidate(s) is deemed to have failed in the Project Work and re-enroll in the subsequent semester.

7.6.4 If the candidate fails to secure 50% of the continuous assessment marks in the project work, he / she shall not be permitted to submit the report for that particular semester and shall have to re-enroll for the same in the subsequent semester and satisfy attendance requirements.

7.6.5 The project work shall be evaluated based on the project report submitted by the candidates in the final semester and viva-voce examination conducted for each candidate by a committee consisting of two examiners and guide of the project work.

7.6.6 If the candidate fails to secure 50% of the semester examination marks in the project work, he / she shall be required to resubmit the Project Report within 30 days from the date of declaration of the results and a fresh viva voce examination shall be conducted as per clause 7.5.5

7.6.7 A copy of the approved project report after the successful completion of viva- voce examination shall be kept in the department library.

7.6.8 The continuous assessment and Semester examinations marks for Project Work and the Viva-Voce Examination shall be distributed as indicated below.

Continuous Assessment (Max. 100 Marks)						Remarks	Scaled
Review I (Max. 20 Marks)		Review II (Max. 40 Marks)		Review III (Max. 40 Marks)		These are totaled and reduced to a scale of 50	50
Committee	Supervisor	Committee	Supervisor	Committee	Supervisor		
10	10	20	20	20	20		
Semester Examination (Max. 100 Marks)						These are totaled and reduced to a scale of 50	50
Report Evaluation (Max. 40 Marks) External Examiner			Viva - Voce (Max. 60 Marks)				
40			Supervisor	External Examiner			
			30	30			
Grand Total						100 Marks	

7.7 Mini Project Work

For Mini project work the continuous assessment shall be 100 marks.

7.8 Theory Courses with Practical Component

7.8.1 The semester examinations in theory component shall be conducted for 100 marks and reduced to 60 marks.

7.8.2 Three tests conducted in theory component shall be assessed for 25 marks (as done for regular theory courses). Practical component shall be assessed as done for regular practical courses, and the marks awarded shall be reduced to 15 marks. The total continuous assessment mark shall be for 40 marks.

S. No.	Category	Type	Max. Marks	
1.	Theory	Tests – I, II, III	50 each	Reduced to 25
2.	Practical	Conduct of experiment	25	Reduced to 15
		Observation & Results	25	
		Viva-voce	15	
		Laboratory record	10	
		Assessment Test	25	
Total				40

7.9 Industrial / Practical Training / Internship / Summer Project

The Industrial / Practical Training / Internship / Summer Project shall carry 100 marks and shall be evaluated through continuous assessment only. After completion of Industrial / Practical training / Internship / Summer Project, the candidate shall submit a report on the training undergone and a certificate from the organization concerned. The evaluation will be made based on this report and a Viva-Voce Examination. A copy of the certificate (issued by the Organization) submitted by the candidate shall be attached to the mark list and sent to Controller of Examinations by the respective Head of the Department.

7.10 Value Added Courses (One Credit Courses)

The Value added course (one credit) shall carry 100 marks and shall be evaluated through continuous assessments only. Two Assessments shall be conducted during the semester by the Department concerned.

7.11 Online Courses

The Board of Studies will take a decision on the evaluation methodology for the online course. The Board

can decide whether to evaluate the online courses through Continuous assessment and Semester examination or through Semester examination only. In case of credits earned through online mode from a University approved by Chairman, Academic Council, the credits may be transferred and grades shall be assigned accordingly.

7.12 Self Study Courses

The member of faculty approved by the Head of the Department shall be responsible for periodic monitoring and evaluation of the course. The course shall be evaluated through Continuous Assessment and Semester Examination. The evaluation methodology shall be the same as that of a theory course.

7.13 Audit Courses

A candidate may be permitted to register for specific course not listed in his/her programme curriculum and without undergoing the rigors of getting a 'good' grade, as an Audit course, subject to the following conditions.

A candidate, with a CGPA of more than 7.5 without any backlog of courses, can register for maximum of two audit courses only, during his/her entire programme. Such courses should be indicated as 'Audit' during the time of Registration itself. Only courses currently offered for credit to other candidates can be audited. A candidate can register for only one Audit course in a semester. A student has to attend 75% of the classes for such a course. These courses will be indicated in the Grade Statement as AU and will be considered neither for CGPA nor for the classification of the degree.

A course appearing in the curriculum of a candidate cannot be considered as a audit course (i.e. audit course cannot be converted to a credit course). However, if a candidate has already met the Professional Elective & Open Elective credit requirements as stipulated in the curriculum, then, a Professional Elective & Open Elective course listed in the curriculum and not taken by the candidate for credit can be considered as a audit course.

Candidates registering for an audit course should meet all the assessment and examination requirements applicable for a credited candidate of that course. Only if the candidate obtains a performance grade, the course will be mentioned in the semester Grade Sheet and in the Consolidated Grade Sheet as letter grade SA (Satisfactory), and not his/her performance grade in the audit course.

If a candidate fails to clear an audit course, withdraws the registration, or fails to write the semester examinations, etc., he/she will be awarded a 'W grade, by treating all such conditions as course withdrawal. Since an audit course has no grade points assigned, it will not be counted for the purpose of GPA and CGPA calculations.

7.14 Mandatory Courses

Courses on peripheral subjects in a programme wherein familiarity considered mandatory, are to be included as non-credit, Mandatory Courses, with only a pass in each required to qualify for the degree. Such Courses are to be limited to < 5% of the maximum permissible course credit load.

8. REQUIREMENTS FOR COMPLETION OF A SEMESTER

8.1 A candidate who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester and permitted to appear for the examinations of that semester.

8.1.1 Ideally, every candidate is expected to attend all classes and secure 100% attendance. However, a candidate shall secure not less than 75% overall attendance taking into account the total days taught in a semester.

8.1.2 A candidate shall be deemed to have completed the requirements of study of any semester only if he/she has satisfied the attendance requirements and has registered for examination by paying the prescribed fee.

8.1.3 A candidate who could not satisfy the attendance requirements as per clause 8.1.1 but has secured 65% and above in the current semester due to medical reasons (hospitalization / accident / specific illness) shall be permitted to appear for the current semester examinations with the approval of the Principal on payment of a condonation fee fixed by the authorities from time to time. The medical certificate needs to be submitted along with the leave application. A candidate shall be able to avail this Provision only twice during the entire duration of the degree programme.

8.1.4 Candidate's progress is satisfactory.

8.1.5 Candidate's conduct is satisfactory.

8.2 Candidates who do not complete the semester as per clause 8.1.1 shall not be permitted to appear for the examinations at the end of the semester and not be permitted to go to the next semester. They have to repeat the incomplete semester in next academic year.

9. FACULTY ADVISOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department of the students 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. The Faculty Advisor shall advise the students in registering and reappearing for courses, authorize the process, monitor their attendance and progress and counsel them periodically. If necessary, the Faculty Advisor may also discuss with or inform the parents about the progress / performance of the students concerned.

The responsibilities for 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 enrollment and registration of the courses.
- To authorize the final registration of the courses at the beginning of each semester.
- To monitor the academic and general performance of the students including attendance and to counsel them accordingly.

10. CLASS COMMITTEE

Each class shall have a "Class Committee" comprising of all teachers teaching that class and some student's representatives. One of the teachers shall be nominated as Coordinator. The first meeting of the Committee shall be held within fifteen days from the date of commencement of the semester. The nature and weightage of the continuous assessments shall be informed in the first meeting, within the framework of the Regulations. Two or three subsequent meetings in a semester may be held at suitable intervals. During these meetings, the student members shall meaningfully interact and express their opinions and suggestions of all the students to improve the effectiveness of the teaching-learning process. It is the responsibility of the student representatives to convey the proceedings of these meetings to the class.

11. ATTENDANCE AND ASSESSMENT RECORD

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each theory / Laboratory/ EEC class, the assessment marks and the record of class work (topics covered), separately for each course handled by the teacher. This should be submitted to the Head of the Department periodically (at least three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The Head of the Department will affix his/her signature and date after due verification. At the end of the semester, the record should be verified by the Head of the Department who shall keep this document in safe custody (for four years). The records of attendance and assessment of both current and previous semesters should be available for inspection.

12. REQUIREMENTS FOR APPEARING FOR SEMESTER EXAMINATION

9.1 A candidate shall normally be permitted to appear for semester examination of the current semester if he/she has satisfied the semester completion requirements as per clause 8.0, and has registered for examination in all courses of that semester. Registration is mandatory for current semester examinations as well as for arrear examinations failing which the candidate shall not be permitted to move on to the higher semester.

9.2 When a candidate is deputed for a University/National/International Sports event during Semester examination period, supplementary examination shall be conducted for such a candidate on return after participating in the event within a reasonable period of time. Such appearance shall be considered as first appearance.

9.3 A candidate who has already appeared for a course in a semester and passed the examination is not entitled

to reappear in the same course for improvement of letter grades / marks.

13. PROVISION FOR WITHDRAWAL FROM EXAMINATIONS

- 13.1** A candidate may, for valid reasons, be granted permission to withdraw from appearing for the examination in any regular course or all regular courses registered in a particular semester. Application for withdrawal is permitted only once during the entire duration of the degree programme.
- 13.2** The withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination and is made to the Principal prior to the last examination of that semester after duly recommended by the Head of the Department.
- 13.3** The withdrawal shall not be considered as an appearance for deciding the eligibility of a candidate for First Class with Distinction.
- 13.4** A final semester candidate who has withdrawn shall be permitted to appear for immediate examinations along with supplementary examinations to be conducted within reasonable time as per clause 14.0.
- 13.5** The final semester candidate who has withdrawn from appearing for project viva- voce for genuine reasons shall be permitted to appear for immediate viva-voce examination within reasonable time with proper application to Controller of Examinations and on payment of prescribed fee.

14. BREAK OF STUDY FROM A PROGRAMME

- 14.1** A candidate is normally permitted to go on break of study under valid reasons (such as accident or hospitalization due to prolonged ill health or any other valid reasons) and to rejoin the programme in a later semester. He/She shall apply in advance to the Principal, through the Head of the Department, stating the reasons therefore, in any case, not later than the last date for registering for that semester examination. A candidate is permitted to avail the authorized break of study only once during the entire period of study for a maximum period of one year.
- 14.2** The candidate permitted to rejoin the programme after break shall be governed by the rules and regulations in force at the time of rejoining.
- 14.3** The total period of completion of the programme reckoned from the commencement of the semester to which the candidate was admitted shall not exceed the maximum period specified in clause 5.0 irrespective of the period of break of study in order to qualify for the award of the degree.

15. PASSING REQUIREMENTS

Absolute grading system is followed for all the courses.

- 15.1** A candidate who secures not less than 50% of total marks (continuous assessment and semester examination put together) prescribed for the course with a minimum of 50% of the marks prescribed for the semester examination in theory and practical courses including project work shall be declared to have successfully passed the course in the examination.
- 15.2** The continuous assessment marks obtained by the candidate in the first attempt for theory courses shall be retained and considered valid for subsequent attempts also. However, from the fourth attempt onwards the marks scored in the semester examinations alone shall be considered. The candidate should secure minimum 50% marks in the semester examinations to satisfy the passing requirement, but the grade awarded shall be only lowest passing grade irrespective of the marks obtained.

16. REVALUATION OF ANSWER SCRIPTS

A candidate shall apply for a photocopy of his / her semester examination answer script in a theory course within a time announced by the College from the declaration of results, on payment of a prescribed fee by submitting a proper application to the Controller of Examinations through the Head of the Department. The answer script is to be valued and justified jointly by a faculty member who has handled the course and another faculty member and recommended for revaluation with breakup of marks for each question. Based on the recommendation, the candidate can register for the revaluation through proper application to the Controller of Examinations. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the candidate concerned. Revaluation is permitted only for theory courses.

17. SUPPLEMENTARY EXAMINATION

If a candidate fails to clear all courses in the final semester after the announcement of final end semester results,

he/she shall be allowed to attend supplementary examinations, to a maximum of four courses, to be conducted within a reasonable time, so that, he/she gets a chance to complete the programme.

18. AWARD OF LETTER GRADES

Range of percentage of total marks	Letter grade	Grade Point
90 to 100	O	10
80 to 89	A+	9
70 to 79	A	8
60 to 69	B+	7
50 to 59	B	6
0 to 49 Or less than 50% in the SE	RA	0
Absent	AB	-
Withdrawal	W	-
Shortage Attendance	SA	-
Audited Course	AU	-
Mandatory Course	MC	-
With Held	WH	-

“RA” denotes to reappear.

The Grade Point Average (GPA) is calculated using the formula:

$$GPA = \frac{\sum(Credits\ Acquired \times Grade\ Points)}{\sum(Credits\ Acquired)}$$

The Cumulative Grade Point Average (CGPA) is calculated from first semester (third semester for lateral entry candidates) to final semester using the formula:

$$CGPA = \frac{\sum_{i=1}^n C_i GP_i}{\sum_{i=1}^n C_i}$$

Where, C_i is the Credit assigned to the Course,
 GP_i is the grade point for each course and
 n is Total number of courses for the entire programme.

The GPA and CGPA are computed only for the candidates with a pass in all the courses.

The GPA and CGPA indicate the academic performance of a candidate at the end of a semester and at the end of successive semesters respectively.

A grade sheet for each semester shall be issued containing Grade obtained in each course, GPA and CGPA.

A duplicate copy, if required can be obtained on payment of a prescribed fee and satisfying other procedural requirements.

Withholding of Grades: The grades of a candidate may be withheld if he/she has not paid his/her dues or if there is a disciplinary case pending against him/her or for any other reason.

19. ELIGIBILITY FOR THE AWARD OF DEGREE

A candidate shall be declared to be eligible for the award of the B.E./B.Tech. degree provided the candidate has successfully completed the course requirements and passed all the prescribed examinations in all the 8 semesters within a maximum period of 16 semesters in the case of regular a candidate and in all the 6 semesters within a maximum period of 14 semesters in the case of a lateral entry candidate reckoned from the commencement of the semester to which the candidate was admitted. Extension beyond the prescribed period shall be permitted as per clause 5.2.

20. CLASSIFICATION OF THE DEGREE AWARDED

20.1 First Class with Distinction

A candidate who qualifies for the award of the degree and 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 in the student's **First Appearance** within **five** years, which includes authorized break of study of one year, after the commencement of his / her study.

AND Should have secured a CGPA of not less than 8.50.

AND Should NOT have been prevented from writing semester examination due to shortage of attendance in any of the semesters.

(Authorised Withdrawal from examination will not be considered as an appearance.)

20.2 First Class

A candidate who qualifies for the award of the degree and who satisfies the following conditions shall be declared to have passed the examination in First class:

Should have passed the examinations in all the courses of all 8 semesters within five years (4 years for lateral entry candidates) including authorized break of study of one year after the commencement of his / her study.

AND Should have secured a CGPA of not less than 7.

AND Should NOT have been prevented from writing semester examination due to shortage of attendance in any of the semesters.

20.3 Second Class

All other candidates (not covered in clauses 20.1 and 20.2) who qualify for the award of the degree shall be declared to have passed the examination in Second Class.

20.4 A candidate who is absent for semester examination in a course/project work after having registered for the same shall be considered to have appeared for that examination for the purpose of classification.

21. MALPRACTICES IN TESTS AND EXAMINATIONS

If a candidate indulges in malpractice in any of the tests or semester examinations, he/she shall be liable for punitive action as per the examination rules prescribed by the college from time to time. The current rules of the examinations are given below:

RULES OF THE EXAMINATIONS

A candidate is permitted to use only geometric tools, non-programmable calculators and approved tables and data books during the theory and the practical examinations. No other material / gadget (including cell phone) should be brought inside the examination hall.

A candidate should neither possess / refer to any forbidden material in any form nor should seek/obtain assistance in any form from any person / source towards answering the questions during the examinations. He/she should not assist any other candidates in any form towards answering the questions during the examinations. The candidate should not reveal his / her identity in any form in the answer scripts. The candidate should not indulge in canvassing either directly or indirectly for the award of more than the deserving marks in the examinations. The candidate should maintain discipline and decorum during the examinations. Violation of the above rules in any form during the examinations will attract punishment ranging from levying fine to permanently debarring the candidate from continuing his / her studies as given below

S.No.	Nature of Malpractice
1.	Appeal by the candidate is found in the answer script to show mercy by way of awarding more than the deserving marks.
2.	The candidate writes his/her name in the answer script.
3.	The candidate writes his/her registration number/college name in places other than specified in the answer script.
4.	Any special marking is found in the answer script by the candidate.
5.	The candidate communicates with the neighbouring candidate orally or non-verbally; the candidate causing suspicious movement of his/her body.
6.	Irrelevant writing by the candidate is found in the answer script.
7.	The candidate writes answer on his/her question paper or making use of his/her question paper for rough work.
8.	The candidate either possesses the question paper of another candidate or passes his question paper to another candidate with the question paper containing no additional writing on it.
	Maximum Punishment for SI. No. 1 to 8
	• Fine of Rs. 1000/- per course.
9.	The candidate possesses cell phones / programmable calculator(s)/any other electronic storage device(s), gadgets.
10.	The candidate facilitates the other candidate (s) to copy from his/her answer script.
	Maximum Punishment for SI. No. 9 to 10
	• Invalidating the examination of the particular course written by the candidate.
11.	The candidate possessing any incriminating material(s) (whether used or not). For example:- Written or printed materials, bits of papers containing written information, writings on scale, calculator, handkerchief, dress, part of the body, hall ticket etc.
12.	The candidate is found passing incriminating materials brought into the examination hall in any medium (hard/soft) to other candidate(s).
13.	The candidate is found copying from the neighbouring candidate.
14.	The candidate takes out of the examination hall answer booklet(s), used or unused.
15.	Appeal by the candidate in the answer script coupled with a promise of any form of consideration.
	Maximum Punishment for SI. No. 11 to 15
	<ul style="list-style-type: none"> • Invalidating the examinations of the course concerned and all the theory and the practical courses of the current semester registered by the candidate. • Further the candidate is not considered for revaluation of answer scripts of the arrear courses. • If the candidate has registered for arrear courses only, invalidating the examinations of all the arrear courses registered by the candidate.
16.	Candidate destroys any evidence relating to an alleged irregularity.
	Maximum Punishment for SI. No. 16
	<ul style="list-style-type: none"> • Invalidating the examinations of the course concerned and all the theory and the practical courses of the current semester registered by the candidate. • Further the candidate is not considered for revaluation of answer scripts of the arrear courses.
	If the candidate has registered for arrear courses only, invalidating the examinations of all the arrear courses registered by the candidate.
	Additional Punishment:

	<ul style="list-style-type: none"> If the candidate has not completed the programme, he/she is debarred from continuing his/her studies for one year i.e., for two subsequent semesters. However, the candidate is permitted to appear for the examination in all the arrear courses during the debarred period. If the candidate has completed the programme, he/she is prevented from writing the examinations of the arrear courses for two subsequent semesters.
17.	The candidate is found substituting an answer booklet prepared outside the examination hall for the one already distributed to the candidate.
	Maximum Punishment for Sl. No. 17
	<ul style="list-style-type: none"> Invalidating the examinations of all the theory and practical courses of the current semester and all the arrear courses registered by the candidate.
	Additional Punishment: <ul style="list-style-type: none"> If the candidate has not completed the programme, he/she is debarred from continuing his/her studies for one year i.e., for two subsequent semesters. However the candidate is permitted to appear for the examination in all the arrear courses during the debarred period. If the candidate has completed the programme, he/she is prevented from writing the examinations of the arrear courses for two subsequent semesters.
18	The candidate indulges in any disruptive conduct including, but not limited to, shouting, assault of invigilator, officials or candidates using abusive and / or threatening language, destruction of property.
19.	The candidate harasses or engages others to harass on his / her behalf an invigilator, official, witnesses or any other person in relation to an irregularity by making telephone calls, visits, mails or by any other means.
20.	Candidate possesses any firearm / weapon inside the examination hall.
	Maximum Punishment for Sl. No. 18 to 20
	<ul style="list-style-type: none"> Invalidating the examinations of all the theory and practical courses of the current semester and all the arrear courses registered by the candidate;
	Additional Punishment: <ul style="list-style-type: none"> If the candidate has not completed the programme, he/she is debarred from continuing his/her studies for two years i.e., for four subsequent semesters. However the candidate is permitted to appear for the examination in all the arrear courses during the debarred period. If the candidate has completed the programme, he/she is prevented from writing the examinations of the arrear courses for four subsequent semesters.
21.	Vulgar/offensive writing by the candidate is found in the answer script.
22.	The candidate possesses the answer script of another candidate.
23.	The candidate is found passing his/her answer script to another candidate.
	Maximum Punishment for Sl. No. 24 to 26
	<ul style="list-style-type: none"> Invalidating the examinations of all the theory and practical courses of the current semester and all the arrear courses registered by the candidate.
24.	The candidate misbehaves in the examination hall.
25.	Involved in anyone or more of the malpractices of serial no.9 to 22 for the second or subsequent times
	Maximum Punishment for Sl. No. 21 to 25
	Invalidating the examinations of all the theory and practical courses of the current semester and all the arrear courses registered by the candidate. Additional Punishment:

	<p>If the candidate has not completed the programme, he / she is debarred from continuing his / her studies for one year i.e., for two subsequent semesters. However the candidate is permitted to appear for the examination in all the arrear courses up to the last semester during the debarred period.</p> <p>If the candidate has completed the programme, he / she is prevented from writing the examinations of the arrear courses for two subsequent semesters.</p>
26.	Cases of Impersonation
	Maximum Punishment for Sl. No. 26
	<p>Handing over the impersonator to the police with a complaint to take appropriate action against the person involved in the impersonation by the Chief Superintendent.</p> <p>If a candidate of this college is found to impersonate a 'bonafide candidate', the impersonating candidate is debarred from continuing his / her studies and writing the examinations permanently. He / She is not eligible for any further admission to any programme of the college.</p> <p>Debarring the 'bonafide candidate' for whom the impersonation was done from continuing his / her studies and writing the examinations permanently. He /She is not eligible for any further admission to any programme of the college.</p>
27.	If any malpractice is detected which is not covered in the above clauses 1 to 29 shall be reported for further action to award suitable punishment.

22. AMENDMENTS

Notwithstanding anything contained in this manual, the Academic council of the College, reserves the right to modify/amend without notice, the curricula, procedures, requirements, and rules pertaining to its undergraduate programmes.