



# P.S.R.ENGINEERING COLLEGE

(An Autonomous Institution, Affiliated to Anna University, Chennai)

Sevalpatti (P.O), Sivakasi - 626140.

Tamilnadu State



## REGULATIONS FOR UG [B.E/B.TECH] PROGRAMME

UNDER CHOICE BASED CREDIT SYSTEM

[For the Students Admitted from the Academic Year 2023-24 and Onwards]

[UG Regulation-2023]

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## 1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- i) **“Programme”** means Under Graduate Degree Programme (B.E./B.TECH)
- ii) **“Branch”** means specialization or discipline of B.E./B.TECH Degree Programme like “Mechanical Engineering”, “Computer Science and Engineering”, etc.
- iii) **“Course”** means Theory or Practical subject that is normally studied in a semester, like Digital Electronics, Engineering Graphics, etc.
- iv) **“Head of the Institution”** means the Principal of a College / Institution who is responsible for all academic activities of the College / Institution and for implementation of relevant Rules and Regulations.
- v) **“Head of the Department”** means Head of the Department concerned.
- vi) **“Controller of Examinations”** means the Authority of the College who is responsible for all activities of the Examinations.
- vii) **“University”** means ANNA UNIVERSITY.
- viii) **“College”** or **“Institution”** means P.S.R. Engineering College.

## 2. ELIGIBILITY FOR ADMISSION

Students for admission to the first year of the four year B.E / B.Tech Degree programme shall be required to have passed.

- i) The higher secondary examination (academic stream) conducted by the Government of Tamilnadu with Mathematics, Physics and Chemistry (OR)
- ii) The higher secondary examination(Vocational stream offering the vocational groups of Engineering and Technology) conducted by the Government of Tamilnadu (OR)
- iii) An examination of any university or authority, accepted by the Anna University as equivalent thereto
- iv) Any other examinations as notified by the Government of Tamilnadu

Students for admission to the second year (Third Semester) of the four year B.E / B.Tech Degree programme shall be required to have passed.

Diploma in Engineering / Technology conducted by the Directorate of Technical Education and

Any other conditions as notified by the Government of Tamilnadu

## 3. PROGRAMMES OFFERED

A student may be offered admission to any one of the programmes of the study approved both by the AICTE and the University. The medium of instruction is English for all courses,

examinations, Seminar presentations, and Project Work reports except for the courses offered in Tamil. The following programmes are offered in this college:

1. B.E - Electronics and Communication Engineering
2. B.E - Computer Science and Engineering
3. B.E - Electrical and Electronics Engineering
4. B.E - Mechanical Engineering
5. B.E - Civil Engineering
6. B.Tech - Bio-Technology
7. B.E – Biomedical Engineering
8. B.Tech - Artificial Intelligence and Data Science
9. B.Tech – Information Technology

#### 4. STRUCTURE OF THE PROGRAMMES

##### 4.1 Categorization of Courses

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

- i) **Humanities, Social Sciences and Management (HSM)** courses include English, Professional Ethics, Communication skills, and Management courses.
- ii) **Basic Sciences (BS)** courses include Mathematics, Physics, Chemistry, Biology, Environmental Science, etc.
- iii) **Engineering Sciences (ES)** courses include Engineering Workshop, Engineering Graphics, Basics of Electrical / Electronics / Instrumentation / Mechanical / Civil / Computer Engineering, etc.
- iv) **Professional Core (PC)** courses include the 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)** courses include the courses relevant to the chosen specialization/branch which a student can choose from the curriculum of other B.E. / B. Tech. programmes.
- vii) **Employability Enhancement Courses (EEC)** include Project Works, Seminars, Internships in industry or elsewhere, Case Studies and Industrial/Practical Training, Value Added Courses, and Professional Practices.

- viii) **Audit Courses (AC)** include Indian Constitution, Essence of Indian Knowledge Tradition, etc.

#### 4.2 **Induction Programme**

Every student admitted into the first year of the B.E. / B.Tech programme has to undergo a three weeks mandatory induction programme of the Institution. The three weeks induction programme will cover the following as per the guidelines of AICTE and Anna University:

- Physical activity
- Creative Arts
- Universal Human Values
- Literary
- Proficiency Modules
- Lectures by Eminent People
- Visits to local Areas
- Familiarization to Dept./Branch & Innovations

#### 4.3 **Personality and Character Development**

The students shall enroll in any one of the personality and character development programmes

- National Cadet Corps (NCC) - will have parades and certificate exams
- National Service Scheme (NSS) - will have social service activities in and around the college/institution.
- Youth Red Cross (YRC) - will have activities related to social service in and around the college/institution.
- Red Ribbon Club (RRC) - will have activities to improve health awareness among the people in and around the college campus.
- Indian Society for Technical Education (ISTE) - will have activities to improve students' technical skills and career development.
- Institution of Electrical and Electronics Engineers (IEEE) - will have activities to enhance professional students' innovative skills.
- Department Association - will have activities to improve students' technical skills and personality development.
- Sports / Games, Cultural Activities, Fine Arts, Science Clubs, etc.

#### 4.4 **Industrial Training / Internship**

The students have to undergo a minimum two-week duration of Industrial Training / Internship during summer/winter vacation at Research Organizations, Industries and/or at the Institution itself with due approvals of the HOD and Principal. The duration of Industrial training / Internship may be in parts or continuously during the course of study.

#### 4.5 **Industrial Visit**

Every student is required to undergo at least one industrial visit, starting from the second year of the programme. The Heads of Departments shall ensure that necessary arrangements are made in this regard.

#### 4.6 **Value Added Courses**

The students may optionally undergo Value Added Courses (VAC) over and above the topics covered in the curriculum to obtain practical and industry-specific knowledge. The relevant value added courses will be prescribed by the respective departments.

#### 4.7 **Online Courses**

Students may be permitted to credit a maximum of two online courses, subject to a maximum of six credits, with the approval of the Head of the Institution, in lieu of open elective / professional elective courses. A committee shall be formed in the department (not less than 3 members) concerned to ensure that the student has not studied such courses and would not repeat them again as a Professional Core/Professional Elective/Open Elective courses. Suitable online courses shall be chosen from the NPTEL/SWAYAM platform.

#### 4.8 **Audit Courses**

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

#### 4.9 **Advancement of Final Semester Courses**

The students shall undergo the eighth semester courses other than the Project Work in the sixth and seventh semesters, provided they do not have reappearance courses and have a CGPA of 7.50 and above at the end of Semester IV.

The students who completed their final semester courses (except project work) in advance, shall be permitted to carry out their final semester Project Work for six months in an industry/research organization.

4.10 **B.E. / B. Tech. (Hons) and B.E. / B. Tech. minor with specialization in another discipline**

**(i) B.E / B.Tech. (Hons.)**

- a. The students should have taken additional courses from a specified group of Professional Electives (vertical) or from any of the verticals of the same programme and earned a minimum of 18 credits.
- b. Should have passed all the courses prescribed in the curriculum and additional courses in the first attempt.
- c. Should have earned a minimum of 7.50 CGPA taking into account of all the courses prescribed in the curriculum and additional courses.

**(ii) B.E./B.Tech. Minor with specialization in another discipline**

The student should have earned additionally a minimum of 18 credits in any one of the verticals offered from Engineering Disciplines

**Requirements for the above:**

- For these 18 credits students can optionally enroll and study a maximum of 6 credits in online mode from SWAYAMNPTEL platform (in addition to the three online courses permitted for courses of curriculum), as approved by the department concerned.
- B.E / B.Tech. (Hons.) and B.E./B.Tech. minor with specialization in another discipline will be optional for students and the students shall be permitted to select any one of them only.
- For the category B.E/B.Tech. (Hons.), the students, including Lateral Entry, shall be permitted to register for the courses from Semester V onwards provided the students have earned a minimum CGPA of 7.50 until Semester III and have cleared all the courses in the first attempt.
- For the category B.E./ B.Tech. Minor, the students, including Lateral Entry, will be permitted to register the courses from Semester V onwards provided the marks earned by the students until Semester III is CGPA 7.50 and above.
- B.E/B.Tech. (Hons.) or B.E./ B.Tech. Minor shall be offered by the Department irrespective of the number of students enrolled.

- If a student decides not to opt for Honours, after completing certain number of additional courses, such additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum.

If the student has studied more number of such courses than the number of Professional Elective courses required as per the curriculum, the courses with higher grades shall be considered for the calculation of CGPA. Remaining courses shall be printed in the grade sheet however, they will not be considered for calculation of CGPA and the same shall be indicated in a foot note appropriately. If the student has failed in the additional courses or faced shortage of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.

- If a student decides not to opt for Minor, after completing certain number of courses, the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum.

If the student has studied more number of such courses than the number of open electives required as per the curriculum, the courses with higher grades shall be considered for calculation of CGPA. Remaining courses shall be printed in the grade sheet, however, they will not be considered for calculation of CGPA and the same shall be indicated in a foot note appropriately.

If the student has failed in the additional courses or faced shortage of attendance, they will not be printed in the grade sheet and will not be considered for CGPA calculation and classification of degree.

The student has to enroll for these additional courses separately and pay a tuition fee for studying these six additional courses and pay additional exam fee

## **5. DURATION OF THE PROGRAMMES**

- 5.1 A student is normally expected to complete the B.E. / B.Tech. Programme in 4 years (8 Semesters) but in any case, not more than 8 years (16 Semesters). In the case of Lateral entry students, it is not more than 7 years (14 semesters) from the date of admission to the course, even if the candidate discontinues and rejoins subsequently.
- 5.2 Each semester shall normally consist of 75 working days (excluding examination days) or 540 periods of 50 minutes each. The Head of the Department shall ensure that every faculty member imparts instruction as per the number of periods specified

in the syllabus covering the full content of the syllabus for the course being taught.

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

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

The End Semester Examination will normally follow immediately after the last working day of the semester as per the academic schedule prescribed from time

- 5.3 The total duration for completion of the programme reckoned from the commencement of the first semester to which the student was admitted shall not exceed the maximum duration specified in clause 5.1 irrespective of the period of break of study (vide clause 18) or prevention (vide clause 7.3) in order that the student may be eligible for the award of the degree (vide clause 13).

## **6. COURSE REGISTRATION AND REAPPEARANCE REGISTRATION**

- 6.1 Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6 credits (vide clause 6.11)). The courses dropped in earlier semesters can be registered in the subsequent semesters when offered. This registration is for undergoing the course as well as for writing the End Semester Examinations.
- 6.2 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 and
  - iii. Advancement of VIII semester courses in VI and VII semesters (as per clause 4.9).
- 6.3 The maximum number of credits that can be registered in a semester is 36. However, this does not include the number of Re-appearance (U) and Withdrawal (W) courses registered by the student for the appearance of the Examination.
- 6.4 The student shall register for the project work in the semester as specified in the curriculum.
- 6.5 No course shall be offered by a Department unless a minimum of 10 students register for that course.



- 6.6 If a student fails in a theory course, the student shall do reappearance registration compulsorily for that course in the subsequent semester. The student can optionally earn Continuous Assessment marks and attend End Semester examination, in such case latest Assessment marks will only be valid.  
The student may attend the classes for the reappearance registration Courses, if the student wishes. The attendance requirement (vide clause 7) is not compulsory for such courses.
- 6.7 A student 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.
- 6.8 If the theory course, in which the student has failed, is a Professional Elective or an Open Elective, the student may register for the same or any other Professional Elective or Open Elective Course respectively in the subsequent semesters. Such changes can be done only with due approval by Head of the Department.
- 6.9 The student who fails in any Laboratory Course/ Project work / Seminar shall register for the same in the subsequent Semester and reappear for the End Semester Examinations.
- 6.10 If a student is prevented from writing end semester examination of a course due to lack of attendance, the student has to register for that course again, when offered next, attend the classes and fulfill the attendance requirements as per Clause 7. If the course, in which the student has lack of attendance, is a Professional Elective or an Open Elective, the student may register for the same or any other Professional Elective or Open Elective Course respectively in the subsequent Semester of Study.
- 6.11 From the second to final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses shall not exceed 6 per semester. The student is permitted to drop the course(s) within 30 days of the commencement of the academic schedule.

## **7. ATTENDANCE REQUIREMENTS FOR APPEARING SEMESTER EXAMINATION**

A student who has fulfilled by the following conditions shall be deemed to have satisfied the requirements for appearing end semester examination.

- 7.1 A student will be permitted to appear for the end semester examination only if he/she shall secure not less than 75% (after rounding off to the nearest integer) of overall attendance as calculated as per clause 5.3.
- 7.2 If a student secures attendance between 65% and less than 75% in the current semester of his / her studies 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 Head of the Department concerned and Principal. The student shall be given exemption from the prescribed attendance requirement and the student shall be permitted to appear for the end semester examination. In all such cases, the students should submit the required documents on joining after the absence.

- 7.3 Students who do not satisfy clause 7.1 and 7.2 and who secure less than 65% attendance will not be permitted to write the End-Semester Examination.
- 7.4 In the case of reappearance registration for a course, the attendance requirement as mentioned in Clauses 7.1 - 7.3 is not applicable. However, the student has to register for examination in that course by paying the prescribed fee.

## 8. ASSESSMENT PROCEDURE FOR AWARDING MARKS

All B.E. / B.Tech. Programmes consist of Theory Courses, Practical Courses and Employability Enhancement Courses. Appearance in End Semester Examination is mandatory for all courses including Theory, Practical and Project work. Performance in each course of study shall be evaluated based on (i) Internal Assessments throughout the semester and (ii) End Semester Examination at the end of the semester. Each course shall be evaluated for a maximum of 100 marks as shown below:

| Category                       | Internal Assessment | End Semester Examination |
|--------------------------------|---------------------|--------------------------|
| Theory Courses                 | 40                  | 60                       |
| Theory Cum Practical Courses   | 50                  | 50                       |
| Practical Courses              | 60                  | 40                       |
| Project Work                   | 40                  | 60                       |
| Mandatory Courses (Non-Credit) | 100                 | Nil                      |

### 8.1 Internal Assessment for Theory Courses

The criteria for determining the internal assessment marks are:

i) **Internal Tests [60% weightage]**

A maximum of three tests each carrying sixty (60) marks shall be conducted for the theory part by the department / Institution. The marks obtained in the best of two tests shall be reduced to 60 marks and rounded to the nearest integer. Retest at the discretion of the head of the department may be conducted for deserving candidates.

ii) **Assignment / Seminar / Mini project / Case Study [40% weightage]**

A student has to carry out either an assignment or mini project.

- An assignment normally requires work of average 5 to 6 hours of study and written work of average 5 to 6 hours which has to be submitted to the course tutor for evaluation.
- A mini project shall be in hardware or software. The student has to submit a report before the end of the semester. Mini project will be assessed based on the model presentation and report as decided by the department.
- Seminar may be considered for the courses as per the feasibility and decision of the HoD. In this case, the student has to make seminar on the topics related to the course. The seminar will be assessed by the course tutor with common parameters as described by the department and included in the internal assessment.

iii) The marks awarded for 100 (i.e i + ii of the above) shall be reduced to 40.

## 8.2 **Internal Assessment For Practical Courses**

i) Every practical exercise/experiment shall be evaluated based on the conduct of the exercise/experiment and records maintained. There shall be at least one test. The criteria for determining the internal assessment marks are:

|                          |               |
|--------------------------|---------------|
| Evaluation of Laboratory |               |
| Observation / Record:    | 75% weightage |
| Practical Test:          | 25% weightage |

ii) The marks awarded for 100 shall be reduced to 60.

## 8.3 **Internal Assessment For Theory Cum Practical Courses**

i) **Internal Tests for Theory Part [60% weightage]**

A maximum of three tests each carrying sixty (60) marks shall be conducted for the theory part by the department / Institution. The marks obtained in the best of two tests shall be reduced to 60 marks and rounded to the nearest integer. Retest at the discretion of the head of the department may be conducted for deserving candidates.

ii) **Continuous Assessment for Practical Part [40% weightage]**

Every practical exercise/experiment shall be evaluated based on the conduct

of the exercise/experiment and records maintained. There shall be at least one test. The criteria for determining the internal assessment marks are:

|                                                |               |
|------------------------------------------------|---------------|
| Evaluation of Laboratory Observation / Record: | 75% weightage |
| Practical Test:                                | 25% weightage |

iii) The marks awarded for 100 (i.e i + ii of the above) shall be reduced to 50.

#### 8.4 Internal Assessment For Project Works

There shall be three assessments during the semester by a review committee. The students shall make a presentation on the progress made before the committee. The criteria for arriving at the internal assessment marks and end semester exam marks for the project work:

| Internal (40) |           |            | End Semester Exam (60) |          |           |          |            |
|---------------|-----------|------------|------------------------|----------|-----------|----------|------------|
| Review I      | Review II | Review III | Project Report         |          | Viva-voce |          |            |
|               |           |            | Internal               | External | Internal  | External | Supervisor |
| 10            | 15        | 15         | 10                     | 10       | 10        | 20       | 10         |

#### 8.5 Other Employability Enhancement Courses

(a) **The Seminar / Case Study / Mini Project** course is to be considered as purely INTERNAL (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee and for each seminar, marks can be equally apportioned. The three-member committee appointed by the Head of the Institution, consisting of the course coordinator and two experts from the Department, will evaluate the seminar and at the end of the semester, the marks shall be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper (40%), presentation (40%) and response to the questions asked during presentation (20%).

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

(c) For all the courses under Employability Enhancement Courses Category, except the Project Work, the evaluation shall be done with 100% internal marks and as per the procedure described in clause 8.5 (a) / (b).

#### 8.6 **Assessment For Value Added Courses**

Value added courses will be evaluated through continuous assessments only. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however, the same shall not be considered for the computation of CGPA.

#### 8.7 **Assessment for Online Courses**

Students may be permitted to credit two online courses (which are provided with certificate), subject to a maximum of six credits. **The online course of 3 credits can be considered instead of one elective course.** These online courses shall be chosen from the SWAYAM platform, provided the offering organization conducts regular examination and provides marks. The credits earned shall be transferred and the marks earned shall be converted into grades and transferred, provided the student has passed the examination as per the norms of the offering organization. The details regarding online courses taken up by the student and marks/credits earned and the approval for the course shall be sent to the Controller of Examinations in the subsequent semester(s) along with the details of the elective(s) to be dropped.

The number of credits and transfer of credits are based on the procedure explained in Table 3 and the Mapping of the marks with the grades is explained in Table 4.

The mapping of marks with grades is applicable, only if the student passes the course as per the guidelines of NPTEL.

| Sl. No | No. of Weeks<br>(NPTEL) | No. of Credits |
|--------|-------------------------|----------------|
| 1      | 4                       | 1              |
| 2      | 8                       | 2              |
| 3      | 12                      | 3              |
| 4      | 16                      | 4              |

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

### 8.8 Assessment of Audit Courses

The performance of the students is assessed based on the Quizzes only. The grades earned will not be considered for GPA / CGPA calculation.

## 9. PASSING REQUIREMENTS

- For each subject the examination will be conducted for 100 marks. A candidate who secures not less than 50% of the total marks in the end semester examinations and internal assessment put together in both theory and practical courses, including project work, subject to securing a minimum of 45% in the end-semester examination, wherever applicable, shall be declared to have passed the examination in that subject.
- 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-I, **the student shall register** for the course again in the subsequent semester and can do Project Work-I and II together.
- 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.
- If any programme, during any semester, conducts the laboratory in two parts, say Part A and Part B, a candidate should register and appear for both parts in the end semester practical examination. If a candidate for any reason is absent in any one part of the practical examination, despite his/her presence in the other part, he/she is declared as fail in both parts A and B (marked as absent in end semester examination) and should appear again for both part A and B in the next attempt.

## 10 AWARD OF LETTER GRADES

10.1 The performance of a student will be reported using letter grades following the principle of relative grading, each carrying certain points as detailed below:

| Marks Scored | Letter Grade | Grade Points | Description |
|--------------|--------------|--------------|-------------|
| 91 - 100     | O            | 10           | Outstanding |
| 81 - 90      | A +          | 9            | Excellent   |
| 71 - 80      | A            | 8            | Very Good   |

|                        |     |   |              |
|------------------------|-----|---|--------------|
| 61 - 70                | B + | 7 | Good         |
| 56 - 60                | B   | 6 | Average      |
| 50 - 55                | C   | 5 | Satisfactory |
| < 50                   | U   | 0 | Reappearance |
| Absent                 | AB  | 0 | -            |
| Shortage of Attendance | SA  | 0 | -            |
| Withdrawal             | W   | 0 | -            |

‘U’ denotes Reappearance registration is required for that particular course.

‘SA’ denotes shortage of attendance (as per Clause 7) and hence prevented from writing end semester examination.

The grades U and W will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations as per the Regulations.

If the grade U is given to **Theory Courses/ Laboratory Courses it is not required to satisfy the** attendance requirements (vide clause 7), but has to appear for the end semester examination and fulfil the norms specified in clause 14 to earn a pass in the respective courses.

If the grade U is given to **EEC courses (except Project Work), which is evaluated only through internal assessment**, the student shall register for the course again in the subsequent semester, and fulfil the norms as specified in clause 9 to earn a pass in the course. However, the attendance requirements need not be satisfied.

- 10.2 The relative grading is applicable only to those students who have passed the examination as per the passing requirements. For the students who have not passed the examination, Reappearance (U) will be awarded.

The evolved relative grading method normalizes the results data using the BOX-COX transformation method and computes the grade range for each course separately and awards the grade to each student. For a given course, if the students’ strength is greater than 30, the relative grading method shall be adopted. However, if the students’ strength is less than or equal to 30 then the fixed grading shall be followed by the grade range as specified above in the table.

Fixed grading procedure shall be followed only for Project Works/Internship, Practical Courses, and Value Added Courses.

- 10.3 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.

**Successful completion of any one of the above co-curricular activities is compulsory for the award of degree.**

- 10.4 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 U, SA **will not figure in the Grade Sheet.**

- 10.5 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.**

## 11 GPA AND CGPA CALCULATION

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

- the list of courses registered during the semester and the grades scored.
- the Grade Point Average (GPA) for the semester and
- the Cumulative Grade Point Average (CGPA) of all courses registered from first semester onwards.

During each semester, the list of courses registered and the grades scored in each course are used to compute the Grade Point Average (GPA). GPA is the ratio of the sum of the products of the number of credits of courses registered and the grade points corresponding to the grades scored in those courses, taken for all the courses, to the sum of the number of credits of all the courses in the semester.



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

Where,

C<sub>i</sub> - is the Credits assigned to the course

GP<sub>i</sub> - is the grade point corresponding to the letter 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.

CGPA will be calculated in a similar manner, considering all the courses enrolled from first semester. “U” and “SA” grades will be excluded for calculating GPA and CGPA.

- 11.2 If a student studies more number of electives (PE/OE) than required as per the student’s programme curriculum, the courses with higher grades alone will be considered for calculation of CGPA.
- 11.3 In the consolidated grade sheet the CGPA earned shall be converted into percentage of marks as follows:

$$\text{Percentage of Marks} = \text{CGPA} \times 10.$$

## 12 EXAMINATION PROCEDURE

End Semester examination shall be conducted by the office of the Controller of Examination of the College as per the prescribed rules and regulation on examinations of the college.

### 12.1 Issue of Mark Sheet

Individual mark sheet for each semester will be issued to the students, through the head of the department concerned, after the publication of the result. The mark sheet will contain credit, grade, grade point and result status for the course concerned.

### 12.2 Malpractice

If a student indulges in malpractices in any of the end semester examination, he/she shall be liable for punitive action as prescribed by the Anna University, Chennai from time to time.

### 12.3 Revaluation

- i) Copies of answer script for the theory course(s) can be obtained from the Office of the Controller of Examinations on payment of a prescribed fee specified for this purpose through proper application.
- ii) A candidate can apply for revaluation of his/her examination 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 Office of the Controller of

Examinations, as per the prescribed norms of the College. Revaluation is not permitted for practical course and for project work.

iii) Re totaling is permissible for all arrear and current theory courses.

#### 12.4 **Challenging Valuation**

In case the student is not satisfied with the outcome of the revaluation the student can apply for 'Challenge Valuation'. The highest marks obtained by the student in all of the above will be considered for grading.

### 13 **ELIGIBILITY FOR THE AWARD OF DEGREE**

A student shall be declared 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 and has passed all the prescribed examinations in all the 8 semesters within a maximum period of 8 years from the commencement of first semester to which the student was admitted as per clause 5.
- iii) In the case of lateral entry, the student successfully completed the course requirements and has passed all the prescribed examinations in all the 6 semesters within a maximum period of 7 years from the commencement of third semester to which the student was admitted.
- iv) Successfully completed the NCC / NSS / NSO / YRC / Science Club / Literature Club / Fine Arts Club requirements.
- v) Approval of the University for the award of degree.

### 14 **CLASSIFICATION OF DEGREE**

#### 14.1 **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 in First Appearance within five years, which includes authorized break of study of one year. Withdrawal from examination (vide Clause 17) will not be considered as an appearance.
- Should have secured a CGPA of not less than 8.50
- Should NOT have been prevented from writing end semester examination due to lack of attendance in any of the courses.
- A student who satisfies norms given in clause 4.10 becomes eligible for

classification of the degree with B.E./B.Tech. (Hons) and B.E./B.Tech. minor.

#### 14.2 **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 within six years, which includes one year of authorized break of study (if availed) or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- Should have secured a CGPA of not less than 6.50
- A student who satisfies norms given in clause 4.10 becomes eligible for classification of the degree with B.E./B.Tech. (Hons) and B.E./B.Tech. minor.

#### 14.3 **Second Class**

All other students (not covered in clauses 14.1 and 14.2) who qualify for the award of the degree (vide Clause 12) shall be declared to have passed the examination in **Second Class**.

14.4 A student who is absent in semester examination in a course/ project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations as per clause 17) for the purpose of classification.

14.5 Student earned additional 18 credits as per Clause 4.10 (i) and (ii) but does not satisfy the conditions mentioned in 14.1 or 14.2 shall not be awarded B.E./B.Tech.(Hons.). In such case if the student becomes eligible for First Class, while computing CGPA with the Professional Elective / Open Elective courses with higher grades the student shall be awarded B.E. / B.Tech. in First Class only.

### 15 **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 faculty 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 reappearance registering of 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 of the faculty advisor shall be:

- To inform the students about the various facilities and activities available to enhance the students' 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.

## **16 COURSE COMMITTEES**

### **16.1 Common Course Committee**

A theory course handled by more than one faculty member shall have a “Common Course Committee” comprising of all faculties teaching that course and some students who have registered for that course. There shall be two student representatives from each batch of that course. One of the faculty members shall be nominated as Course Coordinator by the Head of the Department duly approved by the Principal.

The first meeting of the Common Course Committee shall be held within fifteen days from the date of the commencement of the semester. 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 whole batch.

In addition, the faculty members of a Common Course shall meet to ensure uniform evaluation of continuous assessments and prepare a common question paper for the continuous assessment tests after arriving at a common scheme of evaluation for the assessments (vide clause 8). The question paper for the end semester examination is common.

### **16.2 Multiple Courses Committee**

If course(s) handled by a single faculty member, there will be “Multiple Courses Committee”. This committee comprises of all the above faculty members and two student representatives from each course. One of the above faculty members, nominated by the Head of the Department shall coordinate the activities of this committee.

The functions of this committee is similar to that of the common course committee, which is as follows:

The first meeting of the Multiple Courses Committee shall be held within fifteen days from the date of commencement of the semester. 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 all the students.

### **16.3 Overall Monitoring Committee**

In addition, there shall be a overall monitoring committee for each semester of a programme which comprises of (i) the Course Coordinators / Course Faculty (as applicable), and (ii) Head of the Department. This overall monitoring committee shall meet periodically to discuss academic related matters, progress and status of the students of the semester concerned.

The overall monitoring committee can invite the Faculty Advisors or students for any of the committee meetings if necessary.

## **17 PROVISION FOR WITHDRAWAL FROM EXAMINATION**

- 17.1 A student may, for valid reasons, (medically unfit/unexpected family situations / attending sports (State/National/International), attending NCC (National level important camps such as RDC, Thal Sainik, etc.)) be granted permission to withdraw from appearing for the end semester examination in any course or courses in **ANY ONE** of the semester examinations during the entire duration of the degree programme. The application shall be sent to the Principal, through HOD with the recommendation of the appropriate authority and documents.
- 17.2 Withdrawal application shall be valid only if the student is otherwise eligible to write the examination (Clause 7) and if it is made a week before the commencement of the end semester examination in that course or courses and also recommended by the Head of the Department.
- 17.3 Withdrawal shall not be considered as an appearance for deciding the eligibility of a student for First Class with Distinction.
- 17.4 Withdrawal is permitted for the end semester examinations only if the period of study the student concerned does not exceed 5 years as per clause 14.

## **18 TEMPORARY BREAK OF STUDY FROM A PROGRAMME**

- (i) A student is not normally permitted to temporarily break the study. However, if a student intends to temporarily discontinue the programme in the middle for valid reasons (such as accident or hospitalization due to prolonged ill health) and to rejoin the programme in later than the last date for registering for the semester examinations of the semester in question, through the head of the department stating the reasons thereof.
- (ii) The student permitted to rejoin the programme after the break shall be governed by the rules and regulations in force at the time of rejoining.
- (iii) The duration specified for passing all the courses for the purpose of classification vide clause 14 shall be increased by the period of such break of study permitted.
- (iv) The period for completion of the programme reckoned from, the commencement of the first/third semester to which the candidate was admitted shall not exceed the maximum period specified in clause 8(iii) irrespective of the period of break of study in order that he/she may be eligible for the award of the degree (vide clause 13).
- (v) If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'break of study' and clause 19(iii) is not applicable for this case.

## **19 RANK OF STUDENT**

A student who qualifies for the degree by passing the examination in all subjects of the entire course in first attempt within a period of four (three for lateral entry) consecutive academic years from the date of admission to the course can be given his/her position in the class as rank. The rank is determined from III semester to VIII semester examination CGPA. Student transferred from other institution to P.S.R. Engineering College are not eligible for rank.

## **20 PROCEDURE FOR USING SCRIBER**

If a student is physically handicapped (in case of accidents/ill health) at the time of examination, he/she may be permitted to use a scribe to write the examination. In such case 30 minutes, extra time will be permitted. The scribe shall be a non-engineering student/graduate.

## **21 DISCIPLINE**

Every student is required to observe disciplined and decorous behavior both inside and outside the college and not to indulge in any activity, which will tend to bring down the prestige of the college. If an act of indiscipline reported, the principal shall constitute a

disciplinary committee consisting of three senior faculty members / HODs of which one should be from the faculty of the student, to inquire into acts of indiscipline. The disciplinary action is subject to review by the Principal in case the student represents to the Principal. Any expulsion of the student from the college shall be with prior concurrence from directorate of technical education / university.

## **22 RESPONSIBILITIES OF A COURSE TUTOR**

- Every course tutor member is required to maintain an ‘Attendance and Assessment Record’ for every semester which consists of attendance marked in each Theory / Practical / Employability Enhancement, the assessment marks and the record of class work (topics covered), separately for each course handled by the them. 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 eight years).
- The records of attendance and assessment of both current and previous semesters should be available for inspection.
- The assessments on Course Outcomes (CO), Programme Outcomes (PO) and Programme Educational Objectives also should be carried out and submitted to Programme Coordinator / HOD.

## **23 REVISION OF REGULATION AND CURRICULUM**

The College may from time to time revise, amend or change the Regulations, Curriculum, Syllabus and Scheme of examinations through the Academic Council of the College.

## **24 ANY OTHER RULES AND PROCEDURE**

Any other rules and procedures which are not covered under the above clauses shall be discussed and framed by the Standing Committee of the college. Implementation of the Standing Committee resolutions is based on the approval/ratification by the Academic Council / Board of Management.

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