

**GOVERNMENT COLLEGE OF ENGINEERING,  
BARGUR - 635 104**

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



**REGULATIONS 2022**

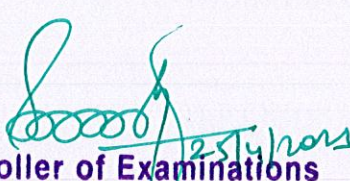
**MASTER OF ENGINEERING**  
**Degree Programme**

**CHOICE BASED CREDIT SYSTEM**

**Common to all M.E. Degree Programme**

*(With effect from the Academic Year 2022 - 2023)*

*(Approved in the 7<sup>th</sup> Academic Council meeting held on 03.02.2023)*

  
**Controller of Examinations**  
**Government College of Engineering**  
**Bargur-635 104**

  
**PRINCIPAL**  
**Government College of Engg.,**  
**BARGUR-635 104.**



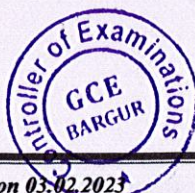
**Master of Engineering  
(Both Full time & Part time)**

**REGULATIONS 2022**

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of**

**RULES & REGULATIONS**

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## REGULATIONS 2022

### CHOICE BASED CREDIT SYSTEM

Common to all M.E. Degree Programmes  
(With effect from the Academic Year 2022 - 2023)

#### 1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these regulations, unless the context otherwise requires:

- i. **"Programme"** means M.E. Degree Programme.
- ii. **"Branch"** means a discipline or specialization of M.E. Degree Programme like Computer Science and Engineering, Mechanical Engineering etc.
- iii. **"Course"** means a Theory or Practical subject that is normally studied in a semester like Engineering Mathematics, Engineering Mechanics etc.
- iv. **"Principal & Chairman"** means the authority of the Institution who is responsible for all academic activities for the implementation of relevant rules and regulations.
- v. **"Controller of Examinations"** means the Authority of the Institution who is responsible for all activities of the End Semester Examinations of all Departments and hereafter called COE.
- vi. **"Head of the Department"** means Head of the Under Graduate Programme Concerned and hereafter called HOD.
- vii. **"University"** means ANNA UNIVERSITY, Chennai.

#### 2. ADMISSION REQUIREMENTS

- 2.1 Students for admission to the first semester of the Post Graduate Degree Programme shall be required to have passed an appropriate qualifying Degree Examination of Anna University or any examination of any other University or authority approved by the Directorate of Technical Education and Anna University, Chennai as equivalent thereto.
- 2.2. Eligibility conditions for admission will be as prescribed by the Government of Tamil Nadu & Anna University from time to time.





### **3. PROGRAMMES OFFERED AND MODE OF STUDY**

#### **3.1 PROGRAMMES OFFERED: Masters in Engineering (M.E.)**

- M.E. Computer Science and Engineering
- M.E. Applied Electronics
- M.E. Power Electronics and Drives.

#### **3.2 MODE OF STUDY: FULL TIME.**

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

The Full-Time students should not attend any other Full-Time programme(s) / course(s) or take up any Full-Time job / Part-Time job in any Institution or Company during the period of the Full-Time programme. Violation of the above rules will result in cancellation of admission to the P.G. programme. However, taking up of job is permitted with authorised break of study as explained in Clause 17.

### **4. STRUCTURE OF UNDERGRADUATE ENGINEERING PROGRAMME**

#### **4.1 Categorization of Courses**

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

- i. **Foundation Courses (FC)** may include Mathematics or other basic Courses.
- ii. **Professional Core Courses (PCC)** includes the core courses relevant to the chosen specialization/branch.
- iii. **Professional Elective Courses (PEC)** includes the elective courses relevant to the chosen specialization/ branch.
- iv. **Research Methodology and IPR Course (RMC)** covers topics on the process of research and patenting.
- v. **Employability Enhancement Courses (EEC)** includes Project Work and/or Internship, Seminar, Professional Practices, Summer Project, Case Study and Industrial / Practical Training.



- vi. **Open Elective Courses (OEC)** include the courses credited from other post graduate Programmes of M.E./M.Tech/ M. Arch. and online courses.
- vii. **Audit courses (AC)** include the courses such as Constitution of India, Natramizh Ilakiam, etc.

## 4.2. COURSES PER SEMESTER

Curriculum of a semester shall normally have a blend of lecture courses and practical courses including Employability Enhancement Courses. Each course shall have credits assigned as per Clause 4.3.

## 4.3 DEFINITION OF CREDIT

Each course is assigned credits based on the following:

Contact period per week	CREDITS
1 Hr. Lecture (L) per week	1 credit
1 Hr. Tutorial (T) per week	1 credit
1 Hr. Practical (P) per week	0.5 credit

### 4.4.1 Project Work

- The project work for M.E. / M.Tech. Programmes consist of Project Work–I and Project Work–II. The Project Work–I is to be undertaken during Semester III and Project Work–II, which is a continuation of Project Work–I, (except when project work II is carried out in the industry) is to be undertaken during Semester IV.
- In case of students of M.E. / M.Tech. Programmes not completing Project Work-I of project work successfully, the students can undertake Project Work-I again in the subsequent semester. In such cases the students can enroll for Project Work-II, only after successful completion of Project Work-I.
- Project work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means the faculty member possessing (i) PG degree with a minimum of 3 years experience in teaching or (ii) Ph.D. degree.
- A student may, however, undergo Project Work-II (M.E./M.Tech. Programme) in industry/academic institution of repute offering PG programmes in Engineering/Technology (other than affiliated colleges of Anna University)/research institutions for a minimum of 16 weeks during the final semester. In such cases, the students shall undergo the Project





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

- The Project Work (Project Work-II in the case of M.E./M.Tech.) shall be pursued for a minimum of 16 weeks during the final semester.
- The deadline for submission of final Project Report (Project Work-II for M.E. programmes) is 60 calendar days from the last working day of the semester in which project work / thesis / dissertation is done. However, the Project Work-I in the case of M.E. / M.Tech. Programmes shall be submitted within the last working day of the semester as per the academic calendar published by the University.

#### **4.4.2 INDUSTRIAL TRAINING / INTERNSHIP**

The students may undergo Industrial training for a period as specified in the Curriculum during the summer / winter vacation. In this case, the training has to be undergone continuously for a period of at least two weeks in an organization. The students may undergo Internship at a Research organization / University/ Industry (after due approval from the Head of the Institution) for the period prescribed in the curriculum during the summer / winter vacation, in lieu of Industrial training. As per the format provided by COE, Attendance Certificate shall be forwarded to the office of COE mentioning the period of Industrial Training / Internship and signed by the competent authority of the industry for processing results.

- 4.4.3** If Industrial Training/ Internship is not prescribed in the curriculum, the student may undergo Industrial Training/ Internship optionally and the credits earned will be indicated in the Grade Sheet. If the student earns three credits in Industrial Training/ Internship, the student may drop one Professional Elective (only one professional elective can be dropped). In such cases, Industrial Training / Internship need to be undergone continuously from one organization or with a combination one / two





week(s) and one / four week(s) from one / two organization(s). However, if the number of credits earned is 1 or 2, then these credits shall not be considered for classification of the degree. Students shall get permission from the Head of the Institution for taking Industrial Training / Internship and the Certificate of completion of Industrial Training / Internship shall be forwarded to the COE through head of the department.

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

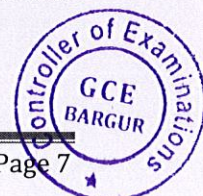
**\*1 week = 40 Internship Hours**

#### **4.5. 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 credits earned through the Value Added Courses shall be over and above the total credit requirements prescribed in the curriculum for the award of the degree. One / Two credit courses shall be offered by a Department of an institution with the prior approval from the Head of the Institution and the Centre for Academic courses without any additional fee charged from the students. The details of the syllabus, time table and course coordinator may be sent to the Centre for Academic Courses at least one month before the course is offered for approval. Students can take a maximum of two one credit courses / one two credit course during the entire duration of the Programme.

#### **4.6 ONLINE COURSES / SELF STUDY 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 Department in lieu of open elective / professional elective courses. The Head of the Department shall form a three member committee with members as HOD and a faculty member from the Department of the student, HOD of any other branch of the Institution to ensure that the student has not studied such courses and would not repeat it again as Professional Core/Professional Elective/Open Elective courses. Suitable online courses shall be chosen from the SWAYAM platform.





#### **4.7 AUDIT COURSES**

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

#### **4.8 OTHER EMPLOYABILITY ENHANCEMENT COURSES**

**4.8.1** 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%).

**4.8.2** 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 have 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. The certificates (issued by the organization) submitted by the students shall be attached to the mark list sent by the Head of the Institution to the Controller of Examinations.

**4.8.3** For all the courses under Employability Enhancement Courses Category, except the Project Work, the evaluation shall be done with 100% internal marks.

#### **4.9 MEDIUM OF INSTRUCTION**

The medium of instruction, examinations and project report shall be in English.



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

**5.1** The minimum and maximum period for completion of the P.G. Programmes



are given below:

Programme	Minimum Number of Semester	Maximum Number of Semester
M.E. / M.Tech. (Full-Time)	4	8

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

- 5.2 The Curriculum and Syllabi of all the P.G. Programmes shall be approved by the Academic Council of Anna University. The number of credits to be earned for the successful completion of the programme shall be as specified in the Curriculum of the respective specialization of the P.G. Programme.
- 5.3 Each semester shall normally consist of 75 working days or 540 periods of each 50 minutes duration, for full-time mode of study or 250 periods for part-time mode of study. The Head of the Institution shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the full content of the specified syllabus for the course being taught. End Semester Examinations conducted by the University will be scheduled after the last working day of the semester.
- 5.4 The minimum prescribed credits required for the award of the degree shall be within the limits specified below:

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

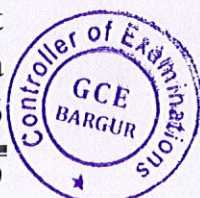
## 6. COURSE REGISTRATION

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

### 6.1 FLEXIBILITY TO DROP COURSES

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

6.1.2 The Head of the department is responsible for registering the courses that each student is proposing to undergo in the ensuing semester. Each student has to register for all courses to be undergone in the curriculum of a particular semester (with the facility to drop courses to a maximum of 6





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

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

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

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

## 7. FACULTY ADVISOR

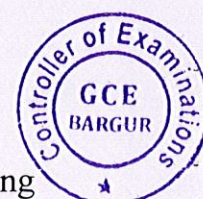
There shall be a faculty advisor for each class appointed by the Head of the department concerned. The faculty advisor will be one among the course - instructors of the class. The faculty advisor is the ex-officiomember and the Convener of the class committee. The responsibilities for the faculty advisor are as follows:

- To act as the channel of communication between the HOD and the students of the respective class.
- To collect and maintain various statistical details of students.
- To help the chairperson of the class committee in planning and conduct of the class committee meetings.
- To monitor the academic performance of the students including attendance and to inform the class committee. Faculty advisors should take utmost care that student availing leave or on-duty for **medical reasons** (enclose medical certificate)/ participation in **sports / camp** (selection letter), has to submit permission letter to the Principal through the respective Head of the Department.
- To attend to the students welfare activities like awards, medals, scholarships and industrial visits. If necessary, may also discuss with or inform the parents about the progress of the students through Head of the Department or in Parent – Teacher meeting.

## 8. ACADEMIC COMMITTEE

### 8.1 CLASS COMMITTEE

The objective of the Class Committee is to improve the teaching - learning process. The functions of the class committee include:





- Resolving difficulties experienced by students in the classroom and in the laboratories.
- Clarifying the regulations of the degree programme and the details of rules therein.
- Discussing the progress of academic schedule and deviations if any.
- Evaluating the performance of the students of the class after each test and finding the ways and means of improvement.
- Class committee comprises of faculty members who are teaching in that class, student representatives (cross section of students from boys and girls) and a Head of the department.
- The class committee shall meet three times in a semester as specified in the academic calendar.
- During these meetings, the representative of the class shall meaningfully interact and express the opinions and suggestions of the other students of the class to improve the effectiveness of the teaching-learning process.
- The Chairperson is required to prepare the minutes of the meeting, signed by the members and submit the same to the Principal, within 10 working days of the meeting.
- Committee Chairperson shall display the cumulative attendance particulars of each student on the Notice Board at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 7 of this Regulation.
- In each meeting, the action taken report of the previous meeting is to be presented by the Chairperson of the class committee.

## 8.2 ATTENDANCE AND ASSESSMENT RECORD

### 8.2.1 REQUIREMENTS FOR APPEARING FOR THE SEMESTER END EXAMINATION

A student who has fulfilled the following conditions shall be deemed to have satisfied the requirements for completion of a semester and eligible for appearing for semester end examinations.

- Students with overall attendance percentage **not less than 75%** (after rounding off to the nearest integer) **are eligible** for appearing in the semester end examination.
- Students with overall attendance percentage **between 65% and 74%** are **not eligible** for appearing in the semester end examination. **However**, in order to give provision for certain unavoidable **medical reasons** (prolonged hospitalization / accident / specific illness), **may be permitted** to appear for





the current semester examinations subject to the condition that the candidate should submit the medical certificate (immediately after taking leave of absence) attested by the Head of the Institution.

- Students with **less than 65% attendance are not eligible** to write the semester end examination. The student has to re-join the programme.

**8.2.2** Every teacher is required to maintain the record of class work (Class Record) separately for each Course for every semester consisting of attendance, assessment marks and topics covered. This should be submitted to the HOD periodically (at least three times in a semester) for checking the syllabus coverage and the records of assessment marks and attendance. The HOD will affix his/her signature and date after due verification. At the end of the semester, the record should be verified by the HOD who shall keep this document after the approval from the Principal in safe custody for eight years.

### **8.3 PERFORMANCE ASSESSMENT COMMITTEE**

The Performance Assessment Committee comprises of the IQAC Coordinator, senior faculty members and Head of Department. This committee shall meet to assess the attainment of Course Outcomes and Program Outcomes, progress and status of the students of the semester concerned at the beginning and end of the semesters. The committee can invite Faculty mentors and students as invitees.

## **9. SYSTEM OF EXAMINATION**

**9.1** Performance in each course of study shall be evaluated based on

- (i) Continuous internal assessment throughout the semester and
- (ii) Terminal examination at semester end.

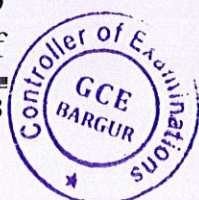
**9.2** Each course, both theory and practical (including project work & viva voce examinations) shall be evaluated for a maximum of 100 marks.

- For all theory courses, the continuous internal assessment will carry **40 marks** while the End Semester University examination will carry **60 marks**.
- For all laboratory courses, the continuous internal assessment will carry **60 marks** while the End Semester University examination will carry **40 marks**.
- The continuous internal assessment for the project work will carry **40 marks** while the End Semester University examination will carry **60 marks**.





- 9.3 Industrial Training and Seminar shall carry 100 marks and shall be evaluated through internal assessment only.
- 9.4 Audit Courses are evaluated through internal mode and grades are awarded based on internal assessment only.
- 9.5 The terminal examination (theory and practical) of 3 hours duration shall ordinarily be conducted between October and December during the odd semesters and between April and June during the even semesters. All Practical examinations shall be conducted and evaluated at the Department itself on behalf of the Controller of Examinations.
- 9.6 The autonomous examination for Project Work shall consist of evaluation of the final report submitted by the student followed by a viva-voce examination conducted separately for each student by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.
- 9.7 For the terminal examination of practical courses including Project work, the internal and external examiners shall be appointed by the Controller of Examinations.
- 9.8 Identity card/Hall ticket of the college must be produced at the time of terminal examination. Any student fails to produce Identity card / Hall ticket shall be levied a spot fine by the Chief Superintendent/ Examiners.
- 9.9 Students are prohibited from entering into the Examination Hall / Laboratories with any book or portion of book, manuscript, or paper of any description or communicating with or copying from each other. Programmable calculator, mobile phone shall not be permitted inside the Examination hall / Laboratories. However, any required code books and data sheets / books as specified in the question paper will be supplied inside the Examination hall / Laboratories by the office of the Controller of Examinations. The students are warned that any form of malpractice will be dealt with severely.
- 9.10 ACADEMIC MALPRACTICE**  
Academic malpractice shall be viewed very seriously and penalized appropriately. In order to discourage students from indulging in such activities, each case shall be enquired by a malpractice Committee, constituted by the Principal and Chairman. If the malpractice is proven, punishments were awarded as per Anna University, Chennai guidelines.
- 9.11 PROCEDURE FOR USING SCRIBE**  
If a candidate is physically handicapped (in case of accidents / ill health) / at the time of examination, then he / she may be permitted to use a scribe to write the examination with prior permission from Controller of





Examination, Anna University, Chennai. In such case, 30 minutes extra time will be permitted. The Scribe shall be a non-engineering student / graduate.

## 10. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

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

### 10.1 THEORY COURSES

Three assessments each carrying 100 marks shall be conducted during the semester by the department concerned. The total marks obtained in all assessments put together out of 300, shall be proportionately reduced for 40 marks and rounded to the nearest integer.

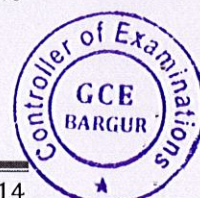
Internal Assessment - I		Internal Assessment - II		Internal Assessment - III		Total Internal Assessment
<b>Assignment-I</b> Individual Assignment / Case Study / Seminar/ Mini Project	<b>Test-I</b> Test to be conducted for 50 marks.	<b>Assignment-II</b> Individual Assignment / Case Study / Seminar/ Mini Project	<b>Test-II</b> Test to be conducted for 50 marks.	<b>Assignment-III</b> Individual Assignment / Case Study / Seminar/ Mini Project	<b>Test-III</b> Test to be conducted for 50 marks.	(IA-I + IA-II + IA-III)
40	60	40	60	40	60	300*

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

Each internal assessment is to be conducted for 100 marks and will have to be distributed in two parts viz., Assignment and Test with each having a weightage of 40% and 60% respectively. The tests shall be in written mode. The total internal assessment marks of 300 shall be converted into a maximum of 40 marks and rounded to the nearest integer.

### 10.2 LABORATORY COURSES

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





Internal Assessment (100 Marks)*	
Evaluation of Laboratory Observation, Record	Model Lab
75	25

*\*The internal assessment mark shall be converted into 60 marks.*

### 10.3 EVALUATION OF PROJECT WORK

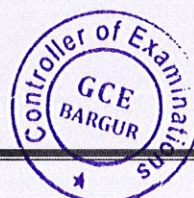
**10.3.1** The evaluation of Project Work for Project Work-I & Project Work-II in the case of M.E. shall be done independently in the respective semesters and marks shall be allotted as per the weightages given in Clause 10.1.

**10.3.2** There shall be three assessments (each 100 marks) during the Semester by a review committee. The student shall make presentation on the progress made before the Committee. The Head of the department shall constitute the review committee for each programme. The review committee consists of supervisor, expert from the department and a project coordinator from the department. If the project coordinator/expert member happens to be the Supervisor then an alternate member shall be nominated. In the case of project work II carried out in industry/academic/research institutions, the review committee shall have the supervisor, coordinator from industry/academic/research institutions and the project coordinator from the department. The total marks obtained in the three assessments shall be reduced to 40 marks and rounded to the nearest integer. There will be a vice-voce Examination during Semester End Examinations conducted by a Committee consisting of the supervisor, one internal examiner and one external examiner. The internal examiner and the external examiner shall be appointed by the Controller of Examination. The distribution of marks for the internal assessment and semester end examination is given below:

Internal Assessment (40marks)			Semester End Examinations (60 marks)			
Review -I	Review- II	Review- III	Thesis submission	Viva Voce		
			External examiner	Internal	External	Supervisor
10	15	15	25	10	15	10

**10.3.3** The Project Report prepared according to approved guidelines as given by the Institution and duly signed by the supervisor, Programme Co-ordinator and the Head of the department.

**10.3.4** If the student fails to obtain 50% of the internal assessment marks in the Project Work-I and Project Work-II / final project, he/she will not be permitted to submit the project report and has to register for the same in the subsequent semester.





**10.3.5** If a student fails to submit the project report on or before the specified deadline, he/she is deemed to have failed in the Project Work and shall register for the same in a subsequent semester.

If a student fails in the end semester examinations of Project Work–I, he / she has to resubmit the Project Report within 30 days from the date of declaration of the results. If he / she fail in the semester end examination of Project Work–II of Project work of M.E., he/she shall resubmit the Project Report within 60 days from the date of declaration of the results. The resubmission of a project report and subsequent viva-voce examination will be considered as reappearance with payment of exam fee. For this purpose the same Internal and External examiners shall evaluate the resubmitted report.

If a student has submitted the project report but did not appear for the viva-voce examination, it will be considered as fail and he/she will be permitted to resubmit the report within 30/60 days from the declaration of results and permitted for reappearance in viva-voce examination, for Project Work-I and II respectively.

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

**10.3.7** Practical / Industrial Training, Summer Project if specified in the Curriculum shall not exceed the maximum duration of 4 weeks and should be organized by the Head of the Department for every student.

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

## **11. PASSING REQUIREMENTS**

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





courses (including project work).

- 11.2** If a student fails to secure a pass in a theory course / laboratory course, the student shall register and appear in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1, then the student shall be declared to have passed the examination if he / she secures a minimum of 50% marks prescribed for the autonomous semester end examinations alone.
- 11.3** If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass.  
If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 7 and appear for the end semester examination.
- 11.4** If a student is absent during the viva - voce examination, it would be considered as fail. If a student fails to secure a pass in Project Work-I, the student shall register for the course again in the subsequent semester and can do Project Work-I and II together.

## **11.5 REVALUATION**

### **11.5.1 OPEN DAY**

To improve the transparency in valuation of answer scripts, Open day has been introduced for valuation clarification. On this day, the students can view their corrected answer scripts in the presence of Principal and Chairman, Head of the departments, subject experts and Course instructor handled the respective course for clarifying student doubts regarding valuation. There will be two options to the students while viewing the answer scripts and marks awarded viz.,

- (i) I agree with the valuation
- (ii) I need clarification.

If the student needs clarification in valuation, he / she can apply for revaluation. If a student is unable to attend the valuation open day, he / she





will not be given another opportunity.

**11.5.2** A student can apply for photocopy of his/her semester examination answer paper in a theory course, as per the guidelines of the COE, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Institutions. The answer script is to be valued and justified by a faculty member, who has handled the subject and recommend for revaluation with the breakup of marks for each question. Based on the recommendation, the student can register for the revaluation through proper application to the Controller of Examinations. The revaluation results will be intimated to the student concerned through the Head of the departments. Revaluation is not permitted for practical courses and EEC courses. A student can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

### **11.5.3 REVIEW**

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

## **12. AWARD OF LETTER GRADES**

**12.1** The award of letter grades will be decided based on relative grading principle. The relative grading is applicable to ONLY those students who have passed the examination as per the passing requirements enumerated above.

Academic Performance	Letter Grade	Grade Points	REMARKS
91% - 100%	O (Outstanding)	10	PASS
81% - 90%	A + (Excellent)	9	PASS
71% - 80%	A (Very Good)	8	PASS
61% - 70%	B + (Good)	7	PASS
56% - 60%	B (Average)	6	PASS
50% - 55%	C (Satisfactory)	5	PASS
< 50%	U (RA: Re-appearance)	0	FAIL
-	W (Withdrawal)	0	FAIL

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





‘SA’ denotes shortage of attendance (as per clause 7.3) and hence prevented from writing the end semester examinations. ‘SA’ will appear only in the result sheet.

“U” denotes that the student has failed to pass in that course. “W” denotes **withdrawal** from the exam for the particular course. The grades “U” and “W” will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations as per the Regulations.

If the grade “U” is given to **Theory Courses/ Laboratory Courses** it is **not required to satisfy the** attendance requirements (vide clause 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 course (except Project Work), which are evaluated only through internal assessment**, the student shall register for the course again in the subsequent semester, fulfil the norms as specified in clause 14 to earn pass in the course. However, attendance requirement need not be satisfied.

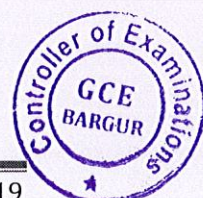
- 12.3** The grades O, A+, A, B+, B, C obtained for the one/two credit course (not the part of curriculum) shall figure in the Grade Sheet under the title ‘**Value Added Courses/Internship/Industrial training**’. The courses for which the grades obtained are U, SA **will not figure in the Grade Sheet**.

### **13. GRADE SHEET**

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

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

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





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

where 'C<sub>i</sub>' is the number of Credits assigned to the course,  
 'GP<sub>i</sub>' is the point corresponding to the grade obtained for each course,  
 'n' is number of all courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA.

#### 14. ELIGIBILITY FOR THE AWARD OF THE DEGREE

A student shall be declared to be eligible for the award of M.E. Degree provided the student has

- i) Successfully gained the required number of total credits as specified in the curriculum corresponding to the programme of study within the stipulated time.
- ii) Successfully completed the course requirements, appeared for the Semester end examinations and passed all the subjects within the period as prescribed in clause 5.
- iii) Successfully passed any additional Courses prescribed whenever readmitted.
- iv) No disciplinary action pending against the student.
- v) Award of Degree must have been approved by the Anna University.

#### 15. CLASSIFICATION OF THE DEGREE AWARDED

##### 15.1 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 four semesters in the student's First Appearance within three years, which includes authorized break of study of one year (if availed). Withdrawal from examination 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 semester.

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

### 15.3 SECOND CLASS

All other students (not covered in clauses 15.1 & 15.2) who qualify for the award of the degree (vide clause 14) shall be declared to have passed the examination in **Second Class**.

## 16. PROVISION FOR WITHDRAWAL FROM SEMESTER END EXAMINATION

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

**16.2** Withdrawal application is valid if the student is otherwise eligible to write the examination and if it is made within TEN days after the date of the examination(s) in that course or courses and recommended by the Head of the Institution and approved by the Controller of Examinations.

For a student to withdraw from a course / courses, he/she should have registered for the course, fulfilled the attendance requirements and earned continuous assessment marks.

**16.3** Notwithstanding the requirement of mandatory 10 days, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case.

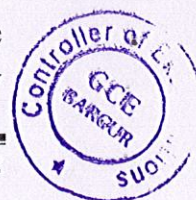




- 16.4** In case of withdrawal from a course / courses, the courses will figure both in the Grade Sheet as well as in the Result Sheet. However, withdrawal shall not be considered as an appearance for the eligibility of a student for First Class with Distinction.
- 16.5** If a student withdraws from writing end semester examinations for a course or courses, he/she shall register for the same in the subsequent semester and write the semester end examination(s).
- 16.6** If a student applies for withdrawal from Project Work, he/she will be permitted for the withdrawal only after the submission of project report before the deadline. However, the student may appear for the viva voce examination within 30/60 days after the declaration of results for Project Work I and II respectively and the same shall not be considered as reappearance.
- 16.7** Withdrawal is permitted for the semester end examinations in the final semester.

## **17. PROVISION FOR AUTHORISED BREAK OF STUDY**

- 17.1** A student is permitted to go on authorized break of study for a maximum period of one year as a single spell.
- 17.2** Break of study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the student may apply for additional break of study not exceeding another one year. If a student intends to temporarily discontinue the programme in the middle of the semester for valid reasons, and to re-join the programme in the subsequent year, permission may be granted based on the merits of the case provided he / she applies not later than the last date for registering for the semester end examination of the semester in question, through the Head of the department to the Principal and Chairman stating the reasons therefore and the probable date of re-joining the programme.
- 17.3** The student permitted to re-join the programme after break of study / prevention due to lack of attendance, shall be governed by the curriculum and regulations in force at the time of re-joining. The students re-joining in new regulations shall register for additional courses, if any, as notified by the change of regulations. These courses may be from any of the semesters of the curriculum in force, so as to bridge the curriculum in force and the old curriculum. In such cases, the total number of credits to be earned by





the student may be more than or equal to the total number of credits prescribed in the curriculum in force.

- 17.4 The authorized break of study is included in the duration specified for passing all the courses for the purpose of classification.
- 17.5 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 irrespective of the period of break of study in order that he/she may be eligible for the award of the degree.
- 17.6 If a student in Full Time mode wants to take up a job / start-up / entrepreneurship during the period of study he/she shall apply for authorized break of study for one year. The student shall join the job / start-up / entrepreneurship only after getting approval of the same by the Directorate of Technical Education / University, with due proof to that effect.
- 17.7 No fee is applicable to students during the Break of Study period.

## 18. 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. The Head of the institution shall constitute a disciplinary committee consisting of the Head of the Institution, Two Heads of department of which one should be from the faculty of the student, to enquire into acts of indiscipline and notify the Principal about the disciplinary action recommended for approval.

## 19. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The Institution may from time to time *revise, amend or change the regulations, Curriculum, Syllabus* and Scheme of Examinations through the Academic Council or as and when *Anna University, Chennai, implements changes in the regulations.*





