Hindusthan

College of Engineering and Technology

(An Autonomous Institution Affiliated to Anna University | Approved by AICTE, New Delhi)
Accredited with 'A' Grade by NAAC | Accredited by NBA (ECE, MECH, EEE, IT & CSE)
Coimbatore 641 032

REGULATIONS 2016 R (UG)

REGULATIONS 2016 - REVISED
B.E. / B.Tech. DEGREE PROGRAMMES
(CHOICE BASED CREDIT SYSTEM)

The regulations hereunder are effective from the academic year 2016 - 2017 and applicable to students admitted in Hindusthan College of Engineering and Technology, an Autonomous Institution Affiliated to Anna University, Chennai. The regulations are subject to amendments as may be made by the Academic Council of the Institution from time to time. Any or all such amendments will be effective from such date to such batches of students (including those already in the middle of the programme) as may be decided by the Academic Council.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this Regulation, unless the context otherwise specifies

i. **"Programme"** means Degree Programme, i.e. B.E. / B.Tech. Degree Programme.

ii. **Choice Based Credit System :** The choice based credit system provides a 'cafeteria' type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits, and adopt an interdisciplinary approach to learning.

iii. **"Branch"** means specialization or discipline of B.E. / B.Tech. Programme like Civil Engineering, Mechanical Engineering, Electrical Engineering, etc.

iv. **"Course"** means a theory or practical subject like Mathematics, Physics, Engineering Graphics, etc. that is normally studied in a semester.

v. **"Head of the Institution"** and **"Chairman- Academic Council"** mean the Principal of the College.

vi. **"Head of the Department"- HoD** means head of the Department concerned.

vii. **"Controller of Examinations"- CoE** means the authority who is responsible for all activities of the End Semester Examinations.

2. CONDITIONS FOR ADMISSION

Students seeking admissions (Both regular and lateral entry) to the B.E. / B.Tech. Degree Programmes will be required to satisfy the conditions of admission thereto prescribed by the Anna University, Chennai and the Government of Tamilnadu.

3. MEDIUM OF INSTRUCTION

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

4. DURATION OF THE PROGRAMME

The duration of the B.E. / B.Tech. Programme is 4 years (8 semesters). A student is expected to complete the B.E. / B.Tech. Programme in 4 years (8 semesters). But in any case the maximum duration allowed to complete the programme is 7 years (14 semesters) for HSc students and 6 years (12 semesters) for Lateral Entry students.

Each semester will normally have 90 working days.

5. BRANCHES OF STUDY

Regular students shall be admitted to one of the following branches of study at the beginning of the First Year and the Lateral Entry students are admitted at the beginning of the Second year (Third Semester). The programme shall procure a Degree of Bachelor of Engineering / Bachelor of Technology of Anna University, Chennai, and would extend over a period of eight semesters spreading over four academic years with two semesters per year for Regular students and six semesters spreading over three academic years for lateral entry students .

Branches of Study

B.E. Programmes

     i.   Aeronautical Engineering

    ii.   Automobile Engineering

    iii.   Civil Engineering

    iv.   Computer Science and Engineering

    v.   Electrical and Electronics Engineering

    vi.   Electronics and Communication Engineering

    vii.   Electronics and Instrumentation Engineering

    viii.   Mechanical Engineering

    ix.   Mechatronics Engineering

    x.   Agricultural Engineering

    xi.   Biomedical Engineering

B.Tech. Programme

    i.   Information Technology

    ii.   Food Technology

6.0. STRUCTURE OF THE PROGRAMMES

Every B.E./B.Tech. Programme will have a curriculum with a syllabi consisting of Theory courses, Practical courses, Theory courses with practical component and Employability Enhancement Courses prescribed by the respective Board of Studies from time to time.

6.1. Categorization of Courses

The following are the broad divisions of the various theory and practical courses:

i) **Humanities and Social Sciences (HS)** courses include Technical English, Professional English, Basic German, Basic French, Employability Skills, Engineering Ethics and Human Values, Life Skills, Communication skills, Engineering Economics and Management.

ii) **Basic Sciences (BS)** courses include Mathematics, Physics, Chemistry, etc.

iii) **Engineering Sciences (ES)** courses include Engineering Practices, Engineering Graphics, Basics of Electrical/Electronics/Civil/Mechanical/Computer Engineering, etc.

iv) **Professional Core (PC)** courses include the core courses relevant to the chosen specialization / branch.

v) **Professional Elective (PE)** courses include the elective courses relevant to the chosen specialization / branch and offered by the respective department.

vi) **Open Elective (OE)** Courses offered by a discipline for students other than the corresponding discipline students.

vii) **Employability Enhancement Courses (EEC)** include Project Work, Internship, Seminar, Professional Practices, Case Study and Industrial training / Practical Training.

6.2. Co-curricular and Extracurricular activities:

All students, on admission, shall enroll in atleast any one of the personality and character development programmes (NCC/NSS/YRC/RSP/Sports and Games) and undergo mandatory training for 40 hours during the course of the programme.

i) National Cadet Corps (NCC) - will have parades & drill practice

ii) National Service Scheme (NSS) - will have social service activities in and around the Institution.

iii) Youth Red Cross (YRC) - will have activities related to social service.

iv) Road Safety Patrol (RSP) - will help the traffic movement in front of the college and at other places.

v) Sports and Games - will have sports, games, and physical exercises.

6.3. Electives: Every student shall opt electives from the list of electives related to his/her degree programme in consultation with the Faculty Advisor and the Head of the Department.

A student has to study **8 elective courses (6 electives from the list of Professional Electives and 2 from the list under Open Electives)**. Open Elective Courses are offered in 6th and 7th semesters and Professional Elective courses from 5th semester to the 8th semester.

6.4. Online courses

A student has a choice to study online courses conducted by agencies such as state and central government educational institutions like IIT, Anna University and other reputed universities, edX etc, for which certificates are provided by the agencies offering the courses.

6.5. Self- Study Courses

A student can opt for self- study courses, provided the student does not have current arrears and has earned a CGPA of 8.0 and above. **The self-study course must be an elective course listed in the curriculum but it is not taught by the department in the semester.** The purpose of the self - study course is to permit the student to study an elective of his/her choice.

6.6.Project work

Every student is required to undertake a suitable project work in Industry / Department in consultation with the faculty Supervisor and Head of the Department and submit the project report on dates announced by the Department/College

6.7. Fast track programme

In order to provide opportunity to students who maintain a CGPA of 8 and upto fourth semester for regular category students / third and fourth semesters for lateral students without history of arrears to undergo full time industrial training / internship / industry project in India / abroad during the eight semester of the programme can opt for the fast track programme from fifth semester. The elective/theory courses of the eight semester can be studied under the guidance of a faculty apart from the regular class hours one course each from fifth semester onwards. The student is evaluated for 25 marks as per the CIA components mentioned in 15.1(ii), whereas attendance 5 marks are clubbed with assignment (i.e. Assignment 10 marks). He / She has to register that course for ESE along with the other courses of the semester.

7.0. NUMBER OF COURSES PER SEMESTER

Each semester curriculum shall normally have a maximum of SEVEN theory courses and THREE practical courses. Each course will have credits as assigned.

8.0. CREDIT ASSIGNMENT

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

Contact period per week	Credit
1 Lecture Period	1
1 Tutorial Periods	1
2 Practical Periods	1
2 Project Periods	1
2 Seminar Periods	1

9.0. CREDIT DISTRIBUTION FOR THE CATEGORY OF COURSES:

S.No	Classification	Total Number Credits
1	Humanities and Social Sciences	10-13
2	Basic Sciences	26-32
3	Engineering Sciences and Technical Drawings	18-23
4	Professional core	80-92
5	Professional Electives	18
6	Open Electives	6
7	Employability Enhancement Courses	13 – 18
	Total	**187**

10.0. TOTAL CREDITS TO BE EARNED FOR THE AWARD OF DEGREE

For the award of degree, a student admitted in a regular stream has to earn a certain minimum number of credits specified in the curriculum of the respective branch of study. The minimum number of credits to be earned for the award of degree is 187. For Lateral entry students, the minimum number of credits shall not be less than 135.

11.0. EXTRA CREDITS

A UG student can earn maximum of **SEVEN extra credits** other than the total credits required for obtaining a degree during the course of study out of which **FIVE** from one credit courses / online courses / self study courses and **TWO** from co-curricular and / or extra-curricular activities.

11.1. One credit courses

A student can study **one credit courses** offered by his / her department / other departments / External Agencies (offering Certificate Courses).

Note: Course offered by the external agencies are assessed by the department academic committee (DAC) and the same is to be recommended to the Chairman, Academic Council for the award of one credit.

12.0. WEIGHTAGE OF ASSESSMENT COMPONENTS OF A COURSE

Performance in each course of study shall be evaluated based on

    i. Continuous Internal Assessments (CIA) throughout the semester and

    ii. End Semester Examination (ESE) at the end of the semester.

For Theory Courses out of 100 marks, the maximum marks for CIA is fixed as 25 and the End ESE carries 75 marks. For Laboratory Courses out of 100 marks, the maximum marks for CIA is fixed as 50 and ESE carries 50 marks.

S.No	Category of courses	CIA	ESE
1	Theory Courses	25	75
2	Laboratory Courses	50	50
3	Theory Course with Laboratory component	50	50
4	Mini Project	50	50
5	Industrial Training/ Internship / Technical Seminar	0	100
6	Project Work	100	100

13.0. REQUIREMENTS TO APPEAR FOR THE ESE

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

i. A student shall be permitted to take the ESE of **any course**, if

   a. the student secures not less than 75% of attendance in the course during the semester and

   b. the conduct of the student has been satisfactory

ii. A student who has secured attendance between 74% and 65% (both included) in any course, due to medical reasons (Hospitalization / Accident / Specific Illness) or due to participation in University / District / State / National / International Level Sports or due to participation in Seminar / Conference / Workshop / Training Programme / Voluntary Service / Extension Activities or similar programmes with a prior permission taken from the Principal shall be exempted from the above prescribed requirements for attendance and shall be permitted to take the examination on the recommendation of the concerned HoD to condone the lack of attendance.

iii. It is mandatory for the HoD to verify and certify the genuineness of the case before recommending the same to the Principal.

iv. All other students who have secured attendance between 65 % and 74%(both included) upto maximum of three courses shall apply for condonation in the prescribed format with prescribed fee of Rs. 2000 per course so as to permit them to attend the ESE.

v. **A student who has secured less than 65% of attendance in more than three courses of any semester will not be permitted to write any of the current semester courses and also to continue the study in the subsequent semester. But the Student will be permitted to appear for his / her arrear examinations, if any. The student has to redo all the courses of that semester by rejoining the same semester in the subsequent academic year with the approval of the Principal.**

vi.   A student shall normally be permitted to appear for the ESE of any semester commencing from I semester if he / she has satisfied the requirements and has registered for ESE examination in all courses of the semester.

vii.   **Registration is mandatory for semester examinations as well as arrears examinations failing which the student will not be permitted to move to the higher semester.**

14.0. COURSE ENROLLMENT AND REGISTRATION FOR ESE

➤ A student shall normally be permitted to appear for ESE of the current semester if he / she has satisfied the semester completion requirements (vide Clause 13.0). Registration is mandatory for current semester examinations as well as arrear examinations, by paying the prescribed fee failing which the candidate will not be permitted to move to the higher semester

➤ Enrolment for the courses of semesters FIVE to EIGHT will commence twenty working days prior to the last working day of the preceding semester. The students shall enroll for the courses with the guidance of the faculty advisor.

➤ From FIFTH semester onwards a student has an option to **drop one professional elective course** offered in the semester in order to **study online course / self study course.**

➤ No student is permitted to undergo online course and self-study simultaneously in a semester.

➤ A candidate who has already appeared for any course in a semester and passed the examination is not entitled to reappear in the same course for improvement of grades.

15.0. CONTINUOUS INTERNAL ASSESSMENT: The performance of students in each course will be continuously assessed in the following components by the respective faculty as per the guidelines given below:

15.1. Distribution of Marks

(i) Distribution of Marks for Attendance

S. No.	Attendance %	Marks
1	91 and above	5.0
2	86 – 90	4.0
3	81 – 85	3.0
4	75 – 80	2.0
5	Less than 75	0

(ii) Theory Course:

S. No.	Category	Maximum Marks
1.	Assignment/Technical quiz/Presentation	5
2.	Attendance	5
3.	Internal tests (Five marks each for first two higher marks of 3 internal tests and five marks for mid semester examination)	15
	Total	25

(iii) Practical Course:

S. No.	Category	Maximum Marks
1.	Record/observation for the Experiment	5
2.	Experiment and Calculation/ Structure of the Program & Result	15
3.	Viva voce	5
4.	Model Exam	25
	Total	50

(iv) Theory course with Laboratory component:

The maximum marks for CIA shall be 50 in which 25 marks for theory component and 25 marks for practical component. Clause 15.1.(i) is followed for the theory component and 15.1.(ii) is followed for laboratory component whereas marks obtained for 50 is then reduced to 25.

15.2. Question Paper pattern for internal test and Midterm test (Except Engineering Graphics and)

Internal test Maximum Marks : 50	Midterm test Maximum Marks : 100
Part A : 5 x 2 = 10 marks	Part A : 10 x 2 = 20 marks
Part B:2x16= 32 marks (Either or Pattern)	Part B : 5 x 14 = 70 marks (Either or Pattern)
Part C: 1 x 8 = 8 marks (Either or Pattern)	Part C : 1 x 10 = 10 marks (Either or Pattern)

For Engineering Graphics

Internal test Maximum Marks : 50	Midterm test Maximum Marks : 100
5x 10 =50 marks (Either or Pattern)	5x 20 = 100 marks (Either or Pattern)

15.3. CIA Marks for Mini Project work and the final Project work.

Refer Clause 16.0. (d) and (e).

15.4. Declaration of the marks of CIA: Mark secured by a student in each evaluation component such as Internal Tests, Assignments, Attendance, etc., shall be timely displayed by the course Faculty. At the end of the semester, course Faculty shall tabulate marks allotted to students for CIA, display it on notice board with the signature of the concerned HoD for students' reference and rectify grievances if any, and then the CIA mark is to be finalized. Course coordinator/ faculty shall enter CIA marks in the Examination Management System (EMS) and display it on notice board and hand over the copy of the same to the Department coordinator/HoD. He/she shall collect the marks for all Courses in all Semesters, compile them semester wise, and hand over the copy of the same to OCoE.

16. ASSESSMENT OF ESE AND PASSING REQUIREMENTS

The courses offered fall under the following categories:

    a). Theory courses

    b). Laboratory courses

    c). Theory courses with Laboratory component

    d). Mini Project

    e). Project works

    f). Internship/Inplant/Implant Training/Technical Seminar

a) Theory Course: ESE will be held at the end of each semester for each course. The question paper is set for a maximum of 100 marks. A student who secures not less than 50% of total marks prescribed for the course (CIA + ESE) with a minimum of 45% of the marks prescribed for the ESE shall be declared to have passed in the examination.

If a student fails to secure a pass in a particular course, it is mandatory that he/she shall register and reappear for the examination in that course when examination is conducted by the OCoE. He/she should continue to register and reappear for the examination till he / she secures a 'pass'.

Note: The CIA marks obtained by a student in the first appearance shall be retained only for three successive appearances. After that, a student has to secure 50% marks in the ESE so as to declare him/her 'pass' in the course concerned.

Question Paper pattern for ESE (Except Engineering Graphics & Mathematics)

Maximum Marks : 100
Part A : 10 x 2 = 20 Marks
Part B : 5 x 14 = 70 Marks (Either or Pattern)
Part C: 1 x 10 = 10 Marks (Either or Pattern with no sub division) (Application/Design/Analysis/Evaluation/Creativity/Case Study)

Question Paper pattern for Engineering Graphics

Maximum Marks : 100
5x 20 = 100 Marks (Either or Pattern)

Question Paper pattern for Mathematics

Maximum Marks : 100
Part A : 10 x 2 = 20 Marks
Part B : 5 x 16 = 80 Marks (Either or Pattern)

b). Laboratory Course: The maximum marks for each laboratory / workshop practice course is 100. The performance of the student shall be continuously assessed throughout the semester for 50 marks and the remaining 50 marks for the ESE. The ESE is conducted for 100 marks and scored mark is reduced for 50. A student who secures not less than 50% of total marks prescribed for the course (CIA + ESE) with a minimum of 50% of the marks prescribed for the ESE shall be declared to have passed in the examination.

Mark distribution for End Semester Practical examination

Component	Experiment Preparation/ Program Structure	Process of the Experiment/ Program Coding & Execution	Result/ Output	Viva Voce	Total
Marks	20	50	15	15	100

c) Theory course with Laboratory component:

There is no ESE for laboratory component. In the ESE for theory component, a question paper is set for a maximum 100 marks. A student who secures not less than 50% of total marks prescribed for the course (CIA + ESE) with a minimum of 45% of the marks prescribed for the ESE of theory component shall be declared to have passed in the examination.

d). Mini Project Work: The Mini Project work shall be carried out in the V / VI semester of B.E. / B.Tech. programme and the evaluation will be done through presentation and viva - voce examination.

i. CIA - 50 marks

ii. ESE - 50 marks

In CIA, three reviews are conducted by the concerned project supervisor and the marks are awarded by the **supervisor** based on the performance.

Review I (out of 10Marks)	Review II (out of 20 Marks)	Review III (out of 20 Marks)	Total 50 Marks

In ESE, the report evaluation and viva - voce examination will be conducted by an Internal Committee constituted by the concerned HoD. The committee comprises of three faculty members of the department including the Supervisor but the assessment will be done by other two members.

ESE (50 Marks)	
Report Evaluation (30 Marks)	Viva – Voce (20 Marks)

e). Project work and viva – voce:

- The B.E. / B.Tech. Project work shall be carried out in the VII and VIII semester. Report evaluation and the viva - voce examination will be conducted at the respective ESE. Project work may be assigned to a single student or group of students not exceeding 4 in a group.

    i) CIA - 100 marks

    ii) ESE – Presentation / report and viva - voce examination- 100 marks

- There shall be three internal reviews during the semester by a review committee. The student / students of the group shall make presentation on the progress made before the committee.

- The review committee is constituted by the concerned Head of the Department. There shall be a minimum of three members in the review committee including the project

Supervisor. The student(s) will have to submit the project report on or before the date specified by the concerned HoD.

- The ESE for project work shall consist of evaluation of the final project report submitted by the student/students of the project group by an external examiner followed by a viva-voce examination conducted separately for each student by a committee consisting of the External examiner and an Internal examiner. The Principal / CoE of the college will appoint the External Examiners.

- If the project report is not submitted in time then the student(s) is deemed to have failed in the Project Work. The failed student(s) shall register for the same in the subsequent semester and repeat the project work.

- A student failing in project work and viva - voce examination for want of marks or due to absence shall register and appear as a supplementary student in the subsequent ESE.

- CIA and ESE marks for Project Work and the Viva-Voce Examination will be distributed as indicated below.

CIA - 100 Marks					
Review I (20 Marks)		Review II (40 Marks)		Review III (40 Marks)	
Review Committee (Excluding Supervisor)	Supervisor	Review Committee (Excluding Supervisor)	Supervisor	Review Committee (Excluding Supervisor)	Supervisor
10	10	25	15	25	15

ESE – 100 Marks FOR ALL BE AND BTech PROGRAMMES		
Report Evaluation (50 Marks)	Viva – Voce (50 Marks)	
External Examiner	External Examiner	Internal Examiner
50	25	25

Note: In all above cases, the total marks obtained (CIA+ESE) shall be converted into corresponding grade point.

f) Industrial Training/Internship/Technical seminar

1) Industrial Training/Internship: A student may undergo industrial training/internship for a period of not exceeding six weeks from third semester to sixth semester. On completion of the training, the student has to submit a report on the training / internship undergone and a certificate from the organization concerned. A three member Departmental Committee constituted by Head of the Department will evaluate the report, conduct viva voce examination and award appropriate grades and the credit points earned will depend on the duration of the industrial training/internship. Non submission of the industrial training report shall be considered as reappearance.

Credits distribution is in proportion with the duration of the training

Duration	Credit
2 weeks	1
4 weeks	2
6 weeks	3

2) Technical Seminar:

- a) A student can participate in National/International conference. If it is the case he/she has to provide the certificate and proceedings issued by the concerned authority.

  b) Also a student can give a seminar on Technical topics related to the course.

- In both cases, a three member Departmental Committee constituted by Head of the Department will evaluate the presentation, report and conduct viva voce examination and award marks appropriately.

As per the curriculum the credit point is awarded for the same.

g). Online courses

As stated earlier in Clause 6.4, a student has a choice to study online courses. **Only one** such online is considered as equivalent to a **professional elective** with 3 credit weightage subject to the approval the Chairman, Academic Council.

If such a online course is opted by a student, the Department Academic Committee (DAC) shall have to analyze the quality of such online course and decide whether to recommend the online course to the Chairman, Academic council as equivalent to **professional elective course** having 3 credit weightage. If it is considered for recommendation, the student may be allowed to pursue that online course. On successful completion of an online course, the DAC can forward the same with the letter of recommendation duly signed by the HoD to the Chairman, Academic council by enclosing the copies of the documents related to the online course. After scrutiny, the Chairman of Academic council may approve the same as equivalent to **one professional elective course**.

If it is approved by the Chairman, Academic Council, the student will be exempted from one professional elective course and 3 credits will be included for the calculation of CGPA.

The score/marks/grade obtained by the student in the online course will be converted into equivalent grade point by the OCoE.

A student may opt such online course in any one of the semesters from 5th semester to 7th semester.

Note: A student can do more than one online course only to earn extra credits.

h) Self- study courses

As stated earlier in Clause 6.5, a student can opt for self- study courses **but only one** such self study course is considered as equivalent to a **professional elective** with 3 credit weightage.

If such course is opted by a student, he/she will be monitored by the faculty coordinator of the department. The student is evaluated for 25 marks as per the CIA components mentioned in 15.1(ii), whereas attendance 5 marks is clubbed with assignment(i.e. Assignment 10 marks). He / She has to register that self study course for ESE along with the other courses of the semester.

A student who successfully completes a **Self Study course** may obtain exemption from studying one elective course and the credit points earned in the self study will be included for the calculation of CGPA. That is, the self-study course is considered as an equivalent to studying one elective course.

Note: A student can do more than one self study course only to earn extra credits.

i) Evaluation of Co-curricular and Extra-curricular activities:

For the Co-curricular and Extra - curricular activities like NSS/ NCC/ YRC/ CLUB ACTIVITIES/ GAMES and SPORTS/ FINE ARTS etc, a satisfactory/ not satisfactory remark will appear in the grade sheet depending on their involvement shown in the activities. A satisfactory remark in the above co-curricular activities is mandatory for the award of degree. However, the exemplary performers in the above activities will be awarded one / two credits under **earn extra credit** category subject to the recommendation of the concerned faculty coordinators and the approval of the Principal of the college.

17.0. PROVISION FOR WITHDRAWAL FROM EXAMINATION

i) A student may, for valid reasons be permitted to withdraw from appearing for the ESE in any course or courses in **ANY ONE** of the semester examinations during the entire duration of the degree programme. The application for the same shall be sent to Principal through HoD with required documents.

ii)   Withdrawal application shall be valid only if the student is otherwise eligible to write the examination and if it is made prior to the commencement of the examination in that course or courses and also recommended by the respective HoD and the Head of the Institution.

iii)   Withdrawal shall not be construed as an appearance for the eligibility of a student for First Class with Distinction.

18.0. TEMPORARY BREAK OF STUDY FROM A PROGRAMME

1. A student is permitted to go on temporary break of study for a maximum period of one year, once in the entire duration of the programme. 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 wishes to rejoin the programme in a later semester he / she shall apply to the Head of the Institution in advance as per the procedures and norms prescribed by the college authority.

2. 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.

3. The duration specified for passing all the subjects for the purpose of classification shall be extended if such break of study is approved by competent authorities.

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

5. If any student is detained for want of required attendance, progress or conduct, the period spent in that semester shall not be considered as permitted "Break of Study" is not applicable for this case.

19.0. FOR STUDENTS REJOINING THE PROGRAMME

A student who is required to repeat the study of any semester for want of attendance/ progress/conduct or who desires to rejoin the course after a period of discontinuance or who upon his/her own request is permitted by the authorities to repeat the study of any semester, may join the semester which he/she is eligible or permitted to join, only at the time of its normal commencement for a regular batch of students and after obtaining the approval from Directorate of Technical Education (DoTE) and Anna University, Chennai. No student will however be enrolled in more than one semester at any time.

In that case he/she has to come under the regulation which is being followed in that Academic year.

20.0. FOR TRANSFER STUDENTS

Students transferred from other Institutions may be admitted on obtaining the approval from DoTE and Anna University, Chennai. In that case he/she has to come under the regulation which is being followed in that Academic year and also should obtain equivalence from the Controller of Examinations.

21.0. PROVISION OF SCRIBE:

i) The Appointment of scribes for the students with disabilities shall be done by the Controller Office. In this connection the student shall submit her/his requisition through proper approval of HoD and Principal to CoE office well in advance prior to the examinations. (at least 15 days before the commencement of Examinations).

ii) However, students injured during the study holidays and in between the examination period and not able to write, on producing medical certificate from Civil Surgeon will be given Scribe.

22.0. AWARD OF LETTER GRADES

All assessments of a course shall be done on absolute marks basis. However, for the purpose of reporting the performance of a student, letter grades, each carrying certain points, will be awarded as per the range of total marks (out of 100) obtained by the student as detailed below.

Letter Grade	Grade point	Range of marks
O(Outstanding)	10	90 - 100
A + (Excellent)	9	80 - 89
A (Very Good)	8	70 - 79
B + (Good)	7	60 - 69
B (Above Average)	6	50 - 59
RA (Reappearance)	0	
Absent	0	
Withdrawal	0	
With Held	0	

RA – Reappearance ⎫
AB – Absent ⎬ ⟶ FAIL

W - Withdrawal from appearing for the examination in the course concerned.

WH – Malpractice of any kind

After results are declared, grade sheets will be issued to each student.

23.0. CALCULATION OF GRADE POINT AVERAGE OF A SEMESTER (SGPA) AND CUMULATIVE GRADE POINT AVERAGE (CGPA)

SGPA is calculated as follows.

SGPA = $\dfrac{\text{Sum of the product of the GP by the corresponding credits of the courses offered in that Semester}}{\text{Sum of the credits of the courses of that Semester}}$

i.e. **SGPA** $= \dfrac{\sum\limits_{i} C_i GP_i}{\sum\limits_{i} C_i}$

In a similar way CGPA of a programme is calculated as follows,

CGPA of the entire programme = $\dfrac{\text{Sum of the product of the GPs by the corresponding credits of the courses offered for the entire programme}}{\text{Sum of the credits of the courses of the entire programme}}$

i.e. **CGPA** of the entire programme = $\dfrac{\sum\limits_{n}\sum\limits_{i} C_{ni} GP_{ni}}{\sum\limits_{n}\sum\limits_{i} C_{ni}}$

where,

Ci is the credit fixed for the course i in any semester

GPi is the grade point obtained for the course i in any semester

n refers to the Semester in which such courses are credited

Note: RA grade will be excluded for calculating **SGPA** and **CGPA**.

24.0. SPECIAL SUPPLEMENTARY EXAMINATIONS

After the publication of FINAL Semester ESE and the corresponding revaluation results if a student has **arrear in only one course** for the entire programme, he/she will be permitted to take up the supplementary examination within one month after the publication of the revaluation results.

25.0. CLASSIFICATION OF THE DEGREE AWARDED

25.1. 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 eight semesters in the student's First Appearance within **five** years, which includes authorized break of study of one year. If availed withdrawal from examination it 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 ESE due to lack of attendance in any of the courses.

25.2. 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

five years, which includes one year of authorized break of study (if availed) or prevention from writing the ESE due to lack of attendance (if applicable).

➢ Should have secured CGPA of not less than **7.0**

25.3. Second Class:

All other students, who qualify for the award of the degree shall be declared to have passed the examination in **Second Class.**

25.4. A student who is absent in ESE in a course /project work after having registered for the same shall be considered to have appeared in that examination except approved withdrawal from ESE for the purpose of classification.

26.0. REQUEST FOR PHOTO COPY OF THE VALUED ANSWER SCRIPT/ REVALUATION

A student can apply for viewing of valued answer script and / or revaluation of his / her semester examination answer paper in theory courses, within FIVE working days from the declaration of results, and on the dates specified by the Controller of Examinations on payment of a prescribed fee along with proper application to the Controller of Examinations. The Controller of Examinations shall arrange for viewing / revaluation and the revaluation result shall be published soon after the revaluation process is completed.

27.0. FACULTY ADVISOR

To help students in planning their courses of study, the Head of the Department / Senior Faculty Advisor will allot a certain number of students to a teacher of the department who shall function as Faculty Advisor for those students throughout their period of study. The faculty advisor will supervise the student during enrollment, registration of courses and authorize the final registration of the courses at the beginning of each semester and monitor their attendance and counsel them periodically. If necessary, the Faculty Advisor may also inform the parents about the progress of the students.

28.0. CLASS COMMITTEE

Every class shall have a class committee consisting of **faculty members of the class** concerned, **eight student representatives** (includes girls and students of various categories such as above average, average, slow learner etc) and a **chairperson who is not teaching the course** for the class. The class committee for a class is constituted by the Head of the department within the first week of each semester. However, the first semester is generally common to all branches; the class committee will be constituted by the HoD (S&H) / Principal. The overall goal of the class committee is to improve the teaching-learning process. The functions of the class committee include:

- Clarifying the regulations of the degree programme and the details of rules therein.
- Resolving difficulties experienced by students in the classroom and in the laboratories.
- Informing the student representatives the academic schedule including the dates of assessments (Tests & Assignments) and the syllabus coverage for each assessment.
- Evaluating the performance of the students of the class after each test and finding the ways and means of improvement.
- Identifying the slow learners, if any, and requesting the faculty handling the course to provide some additional help or guidance or coaching to such slow learners.

  - The Principal may participate in any class committee meeting of the institution as and when required.

  - The Chair person is required to prepare the minutes of the meeting, signed by the members and submit the same to HOD within two working days of the meeting. HOD will in turn forward the same to the Principal.

  - If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the management by the Principal.

  - The **first meeting** of the class committee shall be held within two weeks from the date of commencement of the semester, in order to inform the students about the nature and allocate on of marks for CIA within the framework of the regulations.

  - The **second meeting** a week after the first test results

  - The class committee shall meet atleast three times in a semester

  - The **third meeting** before the last internal test of the semester.

Student representatives of the class committee should collect information regarding the teaching learning process of the class from the fellow students of the class before attending the class committee meeting. Also, during these meetings they 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.

29.0. COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one discipline/class, shall have a "Course Committee" comprising all the faculty teaching the common course with one of them nominated as Course Coordinator. The nomination of the course Coordinator shall be made by the Head of the Department. The 'Course committee' shall meet in order to arrive at a common scheme of teaching, portion coverage and evaluation for the test. Wherever feasible, the course committee may also prepare a common question paper for the internal assessment test(s).

30.0. INDUSTRIAL VISITS

Industrial visits shall be arranged for students to help them understand the academic - industry environments. This will help them prepare themselves to meet the requirements of industry when they go for employment or when they become entrepreneurs.

31.0. HUMAN VALUES, LIFE SKILLS AND PROFESSIONAL ETHICS

Human Values, Life skills and Professional Ethics are taught in the curriculum to train the students not only become competent engineers but also as responsible citizens of the country. Two credits are allotted for this subject and the grades obtained are considered for the classification of degree.

32.0. DISCIPLINE

Every student is required to observe discipline and maintain decorum both inside and outside the college and not indulge in any activity which lowers the prestige of the Institute.

33.0. MALPRACTICE

If a student indulges in malpractice in the ESE he / she shall be liable for punishment as prescribed in the book of **Examination Rules And Regulations.**

34.0. REVISION OF REGULATIONS AND CURRICULUM

The standing committee/Academic Council of the College reserves the right to revise or change or amend the regulations, the scheme of examinations, the curriculum and the syllabi from time to time if found necessary.

35.0. SPECIAL CASES

In the event of any clarification in the interpretation of the above rules and regulations, they shall be referred to the Standing Committee. The Standing Committee will offer suitable interpretation/ clarifications/ amendments required for special case on such references and get them ratified in the next meeting of the academic council. The decision of the academic council is final.

Dean (Academic,
HiCET

Chairman

PRINCIPAL
Hindusthan College of Engineering & Technology
COIMBATORE - 641 032