

DMI COLLEGE OF ENGINEERING, CHENNAI

(An Autonomous Institution)

Affiliated to Anna University, Chennai

REGULATIONS 2024

CHOICE BASED CREDIT SYSTEM

Common to all **M.E./M.Tech./MBA** Degree Programmes

(For the Students admitted from the Academic Year 2024 – 2025 onwards)



VISION

To become an internationally reputed institution, by producing competent professionals with exemplary skills and ethical values.

MISSION

IM 1: To achieve a higher level of technological and professional excellence.

IM 2: To impart quality and holistic professional education.

IM 3: To train professionals to be entrepreneurs and employment generators.

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PG REGULATIONS- 2024

CHOICE BASED CREDIT SYSTEM

Common to all M.E./M.Tech./MBA Programmes

DEGREE OF MASTERS OF ENGINEERING / MASTERS OF TECHNOLOGY

This set of Regulations is applicable for the students admitted to M.E./M.Tech./MBA Programmes at DMI College of Engineering, Chennai, from the academic year 2024-2025 onwards.

1. PRELIMINARY DEFINITIONS AND NOMENCLATURE

In these Regulations, unless the context otherwise requires:

- I) **“Programme”** means Degree Programme that is M.E./M.Tech./MBA Degree Programme.
- II) **“Discipline”** means specialization or branch of M.E./M.Tech./MBA Degree Programme, like Communication Systems, Power Electronics and Drives, etc.
- III) **“Course”** means a Theory or a Laboratory or a Theory with Laboratory component that is normally studied in a semester, like Mathematics, Physics, etc.
- IV) **“Head of the Institution”** means the Principal of the College.
- V) **“Dean-Academics”** means the authority of the college who is responsible for all the Academic activities, and the implementation of relevant rules and regulations.
- VI) **“Head of the Department” (HoD)** means Head of the Department concerned.
- VII) **“Controller of Examinations (CoE)”** means the authority of the college who is responsible for all the activities of the examination centre.
- VIII) **“College”** means DMI College of Engineering, Chennai.
- IX) **“University”** means ANNA UNIVERSITY, Chennai.

2. ADMISSION PROCEDURE

As per Anna University norms

3. PROGRAMMES OFFERED

A student may be offered admission to any one of the following Full-Time programmes of study approved by the Institution.

- M.E. /M. Tech. : Total credit range between 70-75
- MBA : Total credit range between 90-95

Details of the Programmes currently being offered by the college are given in **Annexure-I**

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 during working hours in any Institution or company during the period of Full - Time programme. Violation of the rule will result in cancellation of admission to the PG programme.

4. STRUCTURE OF THE PROGRAMMES

4.1 Categorization of Courses

Every Post Graduate Degree Programme will have a curriculum with syllabi consisting Theory, Laboratory, Theory with Laboratory component and project work courses that shall be categorized as follows:

- Foundation Courses (FC)** may include Mathematics or other basic courses
- Professional Core (PC)** courses include the core courses relevant to the chosen specialization.
- Professional Elective (PE)** courses include the elective courses relevant to the chosen specialization. For MBA this also includes Functional and Non-functional elective courses. Functional courses will be in Marketing, Finance and Human Resources management.
- Employability Enhancement Courses (EEC)** include Internships, Seminar, Professional Practices, Case Study and Industrial / Placement /Training.
- Research Methodology and IPR Courses (RMC)** to understand the importance and the process of creation of patents through research.

vi. Open Elective Courses (OEC) are of importance in the context of Special Skill Development and courses offered in other PG programme excluding MBA.

vii. Audit Courses expose the students to the Constitution of India, Disaster Management, Yoga, and English for Research Paper Writing, Value education, Pedagogy Studies, Stress Management, and Personality Development through skills for Life Enlightenment.

4.2 Courses per Semester

Curriculum of a semester shall normally have a blend of Theory courses, theory with practical courses and practical courses including Employability Enhancement Courses. Each course may have credits assigned as per clause 4.3.

4.3 Credit Assignment

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

Contact period per week	Credits
1 Lecture Period	1
1 Tutorial Period	1
2 Laboratory Periods	1
2 periods of EEC courses like Seminar/ Case study etc.,	1

4.4 Project Work

4.4.1 The Project work is an important component of Post-Graduate programmes. The Project work for M.E. / M.Tech. consists of Phase – I and Phase – II. The Phase – I is to be undertaken during III semester and Phase – II, which is a continuation of Phase – I is to be undertaken during IV semester. For MBA programme, the Project Work has to be undertaken in the final semester.

4.4.2 The Phase-II Project work for M.E / M.Tech. shall be pursued in the entire final semester in R&D organization / Industries / Institution and MBA shall be pursued in the entire final semester in R&D organization / Industries. If a student is doing Project work outside the institution the project work shall be jointly guided by a supervisor of the

department and an expert as joint supervisor from the organization and the student shall be instructed to meet the supervisor periodically and to attend the reviews for evaluating the progress.

4.4.3 The Project work shall be carried out under the supervision of a “qualified teacher” in the Department concerned. In this context “qualified teacher” means a faculty member possessing (i) PG degree with a minimum of 3 years of teaching experience or (ii) Ph.D. degree.

4.5. Industrial Training / Internship

4.5.1 The M.E./M.Tech. students may undergo Industrial training for a period as specified in the curriculum during summer/winter vacation. In this case, the training has to be undergone continuously for at least two weeks in an organization. The MBA Students have to undergo a summer internship in a corporate or social entity for a period of four weeks immediately after completing the end-semester examinations of semester II.

The students may undergo Internship at a Research organization / University (after due approval from the Department Advisory Board), for the period prescribed in the curriculum during summer/winter vacation, in lieu of Industrial training.

4.5.2 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. (Refer to table given below) Industrial Training / Internships need to be undergone continuously from one organization only. If the student earns 3 credits in Industrial Training / Internship, the student may drop one Elective course. The student is allowed to undergo a maximum of 6 weeks Industrial Training / Internship during the entire duration of study.

DURATION OF TRAINING/INTERNSHIP	CREDITS
2 Weeks*	1
4 Weeks	2
6 Weeks	3

***1 Week = 40 Internship Hours**

4.6 Value Added Courses

The Students may optionally undergo Value Added Courses apart from the courses mentioned in the curriculum and the credits earned through these optional Value Added Courses shall be over and above the total credit requirement prescribed in the curriculum for the award of the degree. One / Two credit courses shall be offered by the Department with prior approval from the Head of the Institution. The details of the syllabus, time table and faculty may be sent to the Dean-Academics and the Controller of Examinations after approval from the Head of the department concerned before the commencement of the course. The students can take a maximum of two one credit courses or one Two credit course. The credits earned through these optional courses will not be counted for CGPA calculation but will be indicated in the grade sheet.

4.7 Online Courses

4.7.1. Students may be permitted to optionally enrol and earn credits in online courses (which are conducted and provided with a certificate by any reputed institution or SYWAM / NPTEL platforms, approved by appropriate authorities of the college) and these credits may be transferred after due approval of the Dean- Academics subject to a maximum of 6 credits. The credits earned in such online course(s) can be 4 or 3+1 or 2+2 or 3 or 2+1 credits, which can be considered, instead of one elective course subject to maximum of two electives. The duration of the course and corresponding number of credits are listed below.

Duration of the course and Number of credits

SL. No.	No. of Weeks	No. of Credits
1	4 Weeks	1
2	8 Weeks	2
3	12 Weeks	3
4	16 Weeks	4

4.7.2. Students are also permitted to enroll and undergo courses in Physical mode / Online mode offered by Universities in India or abroad and also permitted to pursue a semester-long

programme in physical mode. The transfer of credits shall be decided by the committee constituted by the Dean of Academics of the college, as per the guidelines of NEP-2020

4.7.3. Students are permitted to optionally study courses offered in physical/online/ hybrid mode by reputed companies practicing Engineering / Technology having MoU with the college. The transfer of credits shall be decided by the committee constituted by the Dean of Academics of the college. The design of the courses with regard to the syllabus content, duration of each course and number of credits offered for each course by the companies shall be discussed and recommended by the Department Advisory Board (DAB) and approved by the Dean Academics, as per the guidelines of NEP-2020

4.8 Audit courses

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

4.9 Medium of Instruction

The medium of instruction and assessment for the courses which can be written tests, seminar presentations and project/thesis/dissertation reports will be in English.

5. DURATION OF THE PROGRAMMES

5.1 The minimum and maximum period for the completion of the P.G. Programmes are 4 and 8 semesters respectively for M.E. / M.Tech. / MBA programmes.

5.2 Each semester shall normally consist of 75 working days. The Head of the Department shall ensure that every teacher 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 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 22) or prevention (vide clause 7.3) in order that the student may be eligible for the award of the degree (vide clause 14).

6. COURSE REGISTRATION

6.1 The courses that a student registers in a particular semester may include the following courses,

- Courses of the current semester
- Course(s) in which he/she has not been permitted to appear for the end semester examinations in earlier semesters, for want of the minimum required attendance(Redo Courses), if such courses are offered in that semester subject to a maximum permissible credit limit of 36 for M.E./M Tech. programmes and 36 for the MBA programme, (vide clause 7.3). However, this does not include the number of Reappearance (RA) and Withdrawal (W) courses registered by the student for the appearance of Examination.
- The core courses (Theory/Theory with lab /Lab /EEC) and Elective courses the student has not cleared in the previous semesters.
- Audit courses in which the student has not secured 50 % in the Continuous Assessments Test
- Additional courses in which the student has registered (Clause 4.5 to 4.8)
- A student, who has passed all the courses prescribed in the curriculum for the award of the degree, shall not be permitted to re-enroll to improve the marks in a course.

6.2 Each student, on admission shall be assigned to a Faculty Counselor (vide clause 8) who shall advice and counsel the student about the details of the academic programme and the choice of courses considering the student's academic background and career objectives.

6.3 Every student shall enroll for the courses of the succeeding semester, including Non-credit courses, before the end of the current semester. However, the student shall confirm the enrollment by registering for the courses within the first five working days after the commencement of the concerned semester.

6.4 Minimum number of students for an Elective course to be offered is 40% of the class and will be left to the discretion of the department.

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

6.5.1 On admission, the student shall register for all the courses, including Non- credit courses, of the first semester as prescribed in the curriculum. The enrollment for all the

courses of the Semester II , III and IV will commence 10 working days prior to the last working day of preceding Semester. The student shall confirm the enrollment by registering for the courses within the first five working days after the commencement of the current Semester.

6.6 Registration for Reappearance

6.6.1. If a student fails to secure a pass in any core course(s), he/she has to register for reappearance for those courses in a subsequent semester, till he/she secures a pass in such courses within the maximum permissible period

6.6.2. However, if the student has failed in any of the professional elective, he/ she has the option to take up correspondingly some other professional elective, if permitted by the Head of the Department. The registration details of the students must be approved by the Dean-Academics.

6.6.3. The student who fails in Project work / Seminar and any other EEC course shall register for the same in a subsequent semester and repeat the course. In this case, the student shall attend the classes, satisfy the attendance requirements (vide clause 7), earn Continuous Assessment marks and appear for the End Semester Examinations.

6.6.4. If a student fails to secure a pass in any Audit course(s), he/she has to register for reappearance for that course in a subsequent semester when offered next.

6.7 Flexibility to add or Drop courses 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. From the second to final semesters, the student has the option of registering for additional courses or dropping existing courses. The total number of such courses cannot exceed two for all PG programmes. However, the maximum number of credits the student can register in a particular semester cannot exceed 30 for M.E. /M.Tech. and 36 credits for MBA.

6.7.1 The student shall register for Project work Phase I in the third semester (M.E. / M.Tech.) and for Project Work Phase II in the fourth semester (M.E. / M.Tech.). In the case of, MBA degree programme the student shall register for project work in the IV semester. However, if a student has not earned the minimum number of credits as specified in Table

shown below, the student may be permitted to register for the project work (Phase I and Phase II in the case of M.E. / M.Tech.) as and when the student earns the minimum number of credits.

Programme	Minimum No. of Credits earned
M.E. / M.Tech.	24 (for Phase-I)
MBA	50

This registration is for undergoing the course as well as for writing the End Semester Examinations and for project work if applicable.

7. REQUIREMENTS FOR COMPLETION OF THE SEMESTER

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

Ideally, every student is expected to attend all classes of all the courses and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as Medical/participation in sports, the student is expected to attend a minimum of 75% of the classes for every course of the semester.

Therefore, he/she shall **secure not less than 75% attendance** (after rounding off to the nearest integer) in every course that he/she has registered as calculated as per clause 7.4.

7.2 However, a student who secures an attendance for any course(s) between 65% and 74% in the current semester due to medical reasons (prolonged hospitalization/accident / specific illness) / participation in sports events, may be permitted to appear for the current semester examinations subject to the condition that the student shall submit the medical certificate/sports participation certificate approved by the Dean-Academics periodically. This concession can be availed only for one semester during the entire course of the study.

7.3 Students who **secure less than 65% attendance in any course and students who do not satisfy the clause 7.1 and 7.2** shall not be permitted to write the End Semester examination

of that course. They are required to redo the course in the subsequent semester when the course is offered next, as per the norms prescribed.

7.4 For the purpose of calculation of attendance requirement for writing the end semester examinations by the students for every course, the following method shall be used.

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

taken together for all courses of the semester

7.5. A student who has not satisfied the attendance requirement as per clauses from 7.1 to 7.4, but having atleast 50% of attendance in every course of that semester can appeal to the Head of the Institution or his nominee, for proceeding to the next higher semester. The head of the Institution will appoint a committee for examining these appeals. Based on the recommendations of the committee, Head of the Institution will take a final decision on the appeal by the student.

8. CLASS ADVISOR

There shall be a class advisor for each class. The class advisor will be one among the course instructors of the class. He / She will be appointed by the HOD of the department concerned. The class advisor is the ex-officio member and the Convener of the class committee. The responsibilities for the class advisor shall be:

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

9. CLASS COMMITTEE

9.1. Every class shall have a class committee consisting of teachers of the class concerned, student representatives and a chairperson, who is not teaching the class. It is like the 'Quality

Circle’ (more commonly used in industries) with the overall goal of improving the teaching-learning process. The functions of the class committee include:

- Solving problems experienced by students in the classroom and in the laboratories.
- Clarifying the regulations of the degree programme and the details of rules therein particularly (clause 5 and 7).
- Informing the student representatives, the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the student representatives, the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory/drawing/project work/seminar etc.) the breakup of marks for each experiment/exercise/module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
- Identifying the slow learners, if any, and requesting the teachers concerned to provide some additional help or guidance or coaching to such students.

9.2 The class committee for a class under a particular branch is normally constituted by the Head of the Department. However, if the students of different branches are mixed in a class (like the first semester which is generally common to all branches), the class committee is to be constituted by the Head of the Institution.

9.3 The class committee shall be constituted within the first week of each semester.

9.4 At least 4 student representatives (usually 2 boys and 2 girls) shall be included in the class committee, covering all the elective courses.

9.5 The chairperson of the class committee may invite the class adviser(s) and the Head of the Department to the class committee meeting.

9.6 The Head of the Institution may participate in any class committee meeting of the institution.

9.7 The chairperson is required to prepare the minutes of every meeting, submit the same to the Head of the Institution within two days of the meeting and arrange to circulate it among the students and teachers concerned. 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 Head of the Institution.

9.8 The first meeting of the class committee shall be held within one week from the date of commencement of the semester, in order to inform the students about the nature and

weightage of assessments within the framework of the Regulations. Two or three subsequent meetings may be held in a semester at suitable intervals. **The Class Committee Chairperson shall display the cumulative attendance particulars of each student on the Notice Board at the end of every such meeting to enable the students to know their attendance details to satisfy the clause 6 of this Regulation.** During these meetings, the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

10. COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one discipline or group, shall have a “Course Committee” comprising all the teachers teaching the common course with one of them nominated as the course coordinator. The nomination of the course coordinator shall be made by the Head of the Department / Head of the Institution depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The ‘Course Committee’ shall meet in order to arrive at a common scheme of evaluation for the test and shall ensure a uniform evaluation of the tests. Wherever feasible, the Course Committee may also prepare a common question paper for the internal assessment test(s).

11. SYSTEM OF EXAMINATION

11.1 Performance in each course of study shall be evaluated based on (i) continuous internal assessment throughout the semester and (ii) End Semester examination at the end of the semester.

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

11.2.1 For all theory courses, the continuous internal assessment will carry **40 marks** while the End Semester examination will carry **60 marks**.

11.2.2 For all theory courses with laboratory component, the continuous internal assessment will carry **50 marks** while the End Semester examination will carry **50 marks**.

11.2.3 For all laboratory courses, the continuous internal assessment will carry **60 marks** while the End Semester examination will carry **40 marks**.

11.2.4 The continuous internal assessment for the project work will carry **40 marks** while the End Semester examination will carry **60 marks**.

11.3 Industrial Training and Seminar shall carry **100 marks** and shall be evaluated through internal assessment only.

11.4 The End Semester 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.

11.5 The End Semester examination for Project Work shall consist of an evaluation of the final report submitted by the student by an external examiner and an internal examiner, followed by a viva voce examination conducted by a committee consisting of the external examiner, the supervisor of the project group and an internal examiner.

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

12. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

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

12.1 THEORY COURSES

Three assessments each carrying 100 marks shall be conducted during the semester by the Department / College concerned. The total marks obtained in all assessments put together out of 200, shall be proportionately reduced for 40 marks and rounded to the nearest integer (This also implies equal weightage to the two assessments).

Assessment-I	Assessment-II	Assessment-III	Other Assessment	Total
Written Test for Unit-1 & 2	Written Test for Unit-3	Written Test for Unit-4 & 5	MCQ/Individual Assignment / Case Study / Seminar / Mini Project	Internal Assessment
60	30	60	50	200*

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

Three internal assessments will be conducted as a part of continuous assessment. Each internal assessment is to be conducted for 100 marks and will have to be distributed in two parts viz., Individual Assignment/Case study/Seminar/Mini project 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 200 shall be converted into a maximum of 40 marks and rounded to the nearest integer.

12.2 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 the conduct of the 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 is as follows: 75 marks shall be awarded for the 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	Test	Total Internal Assessment
75	25	100

* Internal assessment marks shall be converted into 60 marks

12.3 THEORY COURSES WITH LABORATORY COMPONENT

If there is a theory course with laboratory component, there shall be two assessments: the first assessment (maximum mark is 100) will be similar to assessment of theory course and the second assessment (maximum mark is 100) will be similar to assessment of laboratory course respectively. The weightage of first assessment shall be 40 % and the second assessment be 60 %. The weighted average of these two assessments shall be converted into 50 marks and rounded to the nearest integer.

Assessment I (40% weightage) (Theory Component)	Assessment II (60% weightage) (Laboratory Component)	Total
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Individual Assignment / Case Study / Seminar / Mini Project	Written Test	Evaluation of Laboratory Observation, Record	Test	Internal Assessment
40	60	75	25	200*

*The weighted average shall be converted into 50 marks for Internal Assessment.

12.4 ASSESSMENT OF AUDIT COURSES

For every Audit-credit course three assessments will be conducted during the semester and there is no end-semester examination. The total marks obtained in all assessments put together out of 200, will be proportionately reduced for 100 marks and rounded to the nearest integer.

If a student fails to secure a pass by getting 50% average marks, all the 3 tests put together in such courses, he/she has to register and reappear for the three continuous assessment tests till he secures a pass mark.

Assessment-I	Assessment- II	Assessment--III	Other Assessm ent	Total
Written Test for Unit-1 & 2	Written Test for Unit-3	Written Test for Unit-4 & 5	MCQ/Individual Assignment / CaseStudy / Seminar / Mini Project	Intern al Asses sment
60	30	60	50	200*

12.5 ASSESSMENT FOR PROJECT WORK

The evaluation of Project Work for Phase I and Phase II in the case M.E. / M.Tech. shall be done independently in the respective semesters and MBA in the final semester. The marks shall be allotted as per the weightages given in Clause 12.5.1.

12.5.1 The Project work shall be evaluated for a maximum of 100 marks out of which 40 marks will be through internal assessment. There should be three reviews for each phase in the case of M.E. / M.Tech. (Phase I and Phase II) to be conducted separately with Internals 40 marks and External 60 marks. Similarly, there should be three reviews for the final year project work of MBA The marks are to be distributed detailed as follows:

Internal Assessment (40 Marks)			End Semester Examination (60 Marks)			
Review - I	Review - II	Review - III	Thesis Submission	Viva - Voce		
			External Examiner	Internal Examiner	External Examiner	Supervisor Examiner
10	15	15	25	10	15	10

12.5.2 There shall be three assessments 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 consisting of supervisor, project coordinator and another faculty member from an allied Department for M.E/M.Tech Programmes. The total marks obtained in the three assessments shall be reduced to 40 marks and rounded to the nearest integer.

12.5.3 The Project Report shall be prepared according to approved guidelines as given by Dean-Academics and duly signed by the supervisor(s), Project Co-coordinator and the Head of the Department and shall be submitted to the Head of the Department.

12.5.4 The evaluation of the Project work Phase - I and Phase - II (M.E. / M.Tech.) in each of the Phase – I and Phase - II semesters respectively and a Viva- Voce Examination by a team consisting of the supervisor, internal examiner (other than the supervisor) and External Examiner and for MBA as per curriculum. The external examiner shall be appointed by the Controller of examinations from the panel of examiners submitted by the HOD for Phase – I and Phase – II project evaluation in the case of M.E. / M. Tech. and for the final semester Project work of MBA

12.5.5. If the student fails to obtain 50% of the continuous internal assessment marks in Phase–I as well as in Phase–II in case of M.E. / M.Tech. and the Final semester Project work in case of MBA, he/she will not be permitted to submit the report for that particular semester and has to re-enroll for the same in the subsequent semester.

12.5.6. The deadline for submission of the final semester Project Report is 15 days from the last working day of the semester in which the project/thesis/dissertation is done.

12.5.7 If a student fails to submit the project report on or before the specified deadline, the student is deemed to have failed in the Project Work and shall re-enroll for the same in a subsequent semester. This applies to both Phase–I and Phase–II in the case of M.E. / M.Tech. and the Final semester Project work of MBA

In case of students of M.E. / M.Tech./ not completing Phase - I of Project work successfully, the students can undertake Phase - I again in the subsequent semester. In such cases, the students can enroll for Phase-II, only after successful completion of Phase I.

12.5.8. A copy of the approved project report after the successful completion of viva-voce examinations shall be kept in the library of the department and college.

12.6 ASSESSMENT FOR ONLINE COURSES

Students may be permitted to credit online courses (which are provided with a certificate) with the approval of internal committee headed by Dean-Academics, **subject to a maximum of 6 credits**. The credits earned in such online course(s) which can be 4 or 3+1 or 2+2 or 3 or 2+1 credits, can be considered, instead of one elective course subject to the **maximum of two elective courses**. The committee will take a decision on the evaluation methodology for the online course. At the beginning of the semester, the Committee can decide whether to evaluate the online courses by conducting the End Semester Examination or by taking the marks/grade obtained in the online course itself, depending on the assessment method followed by the organization offering the online courses. The Head of the Department may identify a faculty member as the coordinator for these courses, who will be responsible for the evaluation process (if required).

In case of credits earned through online mode from an institute approved by appropriate authorities of the college, the credits may be transferred and grades shall be assigned by an internal committee headed by the Dean-Academics.

12.7 ASSESSMENT FOR SEMINAR / PROFESSIONAL PRACTICES / CASE STUDY

The seminar / Case study shall carry 100 marks and shall be evaluated through continuous assessment only. Every student is expected to present a minimum of 2 seminars per semester (in the first 3 semesters) before the evaluation committee and for each seminar, marks can be equally apportioned. The three-member committee appointed by the Head of the Department

will evaluate the seminar and at the end of the semester, the marks can be consolidated and taken as the final mark. The evaluation shall be based on the seminar paper/report (40%), presentation (40%) and response to the questions asked during the presentation (20%).

12.8 ASSESSMENT FOR INDUSTRIAL / PRACTICAL TRAINING / INTERNSHIP/ SUMMER PROJECT

12.8.1 Industrial / Practical training/internship/ 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.

12.8.2 The Industrial / Practical Training internship/ Summer Project which is a part of the curriculum shall carry 100 marks and shall be evaluated through continuous assessment only. At the end of the Industrial / Practical training / Summer Project, the student shall submit a brief report on the training undergone and a certificate from the organization concerned. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by a three-member Departmental Committee constituted by the Head of the Department. Certificates (issued by the Organization) submitted by the student shall be attached to the mark list and sent to the Controller of Examinations by the Head of the Department.

12.8.3 The Industrial / Practical Training /Summer Project, Internship which is not part of the curriculum (Clause 4.5.2), shall carry 100 marks and shall be evaluated through continuous assessment only. At the end of Industrial / Practical training/internship / Summer Project, the student shall submit a certified report (evaluated out of 100 marks by a mentor/guide) from the organization where he/she has undergone training. The Viva-Voce Examination will be conducted by a three-member Committee constituted by the Head of the department. The Committee comprises of one expert from an industry / organization and two members of the department. Certificates (issued by the organization) submitted by the students shall be attached to the mark (with grade) and sent to the Controller of Examinations by the Head of the department. The marks distribution will be 40 marks for the report, 30 marks for the presentation and 30 marks for the viva-voce.

12.9 ASSESSMENT FOR VALUE ADDED COURSES

Students may be permitted to credit value-added courses with the approval of the committee, consisting of the Head of the Department, staff handling the course and a senior Faculty member nominated by the Dean of Academics. Two Assessments shall be conducted during the semester by the Department concerned. The total marks obtained in the assessments shall be reduced to 100 marks and rounded to the nearest integer. The list of students along with the marks and the grades earned may be forwarded to the Controller of Examinations.

13. CONDUCT OF ACADEMIC AUDIT

13.1 Institution strive for a better performance of the students by conducting the internal assessments as mentioned in Clause 12.

13.2 In order to ensure the above, Academic Audit is to be done for every course taught during the semester. For the internal assessments conducted for each course as per details provided in Clause 12, the academic records shall be maintained in the form of documentation for the individual assignments/case study report/report of the mini project submitted by each student and assessment test question paper and answer script. Report of industrial training/internship shall also be maintained, if applicable. For laboratory courses, students' record shall be maintained. Further, the attendance of all students shall be maintained as a record.

13.3 The Head of the Institution shall arrange to conduct the Academic Audit for every course in a semester by forming the respective committees with an external course expert as one of the members drawn from a Technical institution of repute near the institute.

14. REQUIREMENTS FOR APPEARING FOR SEMESTER EXAMINATIONS

14.1 A student shall normally be permitted to appear for the End Semester Examinations for all the courses registered in the current semester (vide clause 6) if he/she has satisfied the semester completion requirements (as per clause 7).

14.2 Further, examination registration by a student is mandatory for all the courses in the current semester and all arrear(s) course(s) for the University examinations failing which, the student will not be permitted to move to the higher semester.

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

15. PASSING REQUIREMENTS

15.1 A student who secures not less than 50% of total marks prescribed for the course [Internal Assessment + End semester Examinations] with a minimum of 45% of the marks prescribed for the end-semester 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).

15.2 If a student fails to secure a pass in a theory course/laboratory course (except electives), the student shall register and appear only for the end-semester examination in the subsequent semester. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the student secures a pass. However, from the third attempt onwards if a student fails to obtain pass marks (IA + 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 University end semester examinations alone.

15.3 If the course, in which the student has failed, is a Professional Elective or an Open Elective course, the student may be permitted to complete the same course. In such case, the internal assessment marks obtained by the student in the first appearance shall be retained and considered valid for all subsequent attempts till the candidate secures a pass. However, from the third attempt onwards if a candidate fails to obtain pass marks (IA + End Semester Examination) as per clause 14.1, then the candidate shall be declared to have passed the examination if he/she secures a minimum of 50% marks prescribed for the end semester examinations alone.

If any other Professional Elective or Open Elective course is opted by the student, the previous registration is cancelled and henceforth it is to be considered as a new Professional Elective or Open Elective course. The student has to register and attend the classes, earn the continuous assessment marks, fulfil the attendance requirements as per clause 7 and appear for the end semester examination.

15.4 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.

15.5 The passing requirement for the courses which are assessed only through purely internal assessments (EEC courses except Project Work and laboratory), is 50% of the internal assessment (continuous assessment) marks only.

15.6 A student can apply for revaluation of the student's semester examination answer paper in a theory course, as per the guidelines of the COE on payment of a prescribed fee along with prescribed application to the COE through the Head of the Institution. The COE will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Institution. Revaluation is not permitted for laboratory course and EEC courses.

16. AWARD OF LETTER GRADES

16.1 The award of letter grades will be decided using relative grading principle. The performance of a student will be reported using letter grades, each carrying certain points as detailed below:

O	A+	A	B+	B	C	U
91 – 100	81 - 90	71 - 80	61 - 70	56 - 60	50 – 55	< 50

Letter Grade	Grade Points*
O (Outstanding)	10
A + (Excellent)	9
A (Very Good)	8
B + (Good)	7
B (Average)	6
C (Satisfactory)	5
U (Re-appearance)	0
SA (Shortage of Attendance)	0
W (Withdrawal)	0

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

‘SA’ denotes shortage of attendance (as per clause 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 RA and W will figure both in the Grade Sheet

as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations as per the Regulations.

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

16.2 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.

16.3 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 RA, SA will not figure in the Grade Sheet.

16.4 For the students who complete the Audit Course satisfying the 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.

17. GPA & CGPA GRADE SHEET

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

- The name of the college and affiliating University

- 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 the first semester onwards.
- Month and Year of passing

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 the first semester. RA grades will be excluded for calculating GPA and CGPA.

$$GPA/CGPA = \frac{\sum_{i=1}^n C_i G P_i}{\sum_{i=1}^n C_i}$$

where C_i is the number of Credits assigned to the course

$G P_i$ is the point corresponding to the grade obtained for each course

n is number of all courses successfully cleared during the particular semester in the case

of GPA and during all the semesters in the case of CGPA.

18 ELIGIBILITY FOR THE AWARD OF THE DEGREE

18.1 A student shall be declared to be eligible for the award of the PG Degree (M.E./ M.Tech./ MBA) provided the student has

- Successfully gained the required number of total credits as specified in the curriculum corresponding to programme underwent by the student within the stipulated time.
- Successfully completed the course requirements, appeared for the End-Semester examinations and passed all the subjects prescribed in all the 4 semesters within a maximum period of 4 years, reckoned from the commencement of the first semester to which the student was admitted.
- Successfully passed all the prescribed audit courses.

- Successfully passed any additional courses prescribed by the Dean- Academics, whenever readmitted under subsequent new regulations (vide clause 16.3)
- No disciplinary action pending against the student.

The award of Degree must have been approved by the authorized body of the University.

18.2 CLASSIFICATION OF THE DEGREE AWARDED

18.2.1 FIRST CLASS WITH DISTINCTION

- A student who satisfies the following conditions shall be declared to have passed the examination in First class with Distinction:
- Should have passed the examination in all the courses of all the four semesters in the student's First Appearance within **two** years, which excludes authorized break of study (if availed), of one year. Withdrawal from examination (vide Clause 15) 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.

18.2.2 FIRST CLASS:

- A student who satisfies the following conditions shall be declared to have passed the examination in First class:
- Should have passed the examination in all the courses of all four semesters within three years , which excludes one year of authorized break of study (if availed) of one year or prevention from writing the End Semester Examination due to lack of attendance (if applicable).
- Should have secured a CGPA of not less than 6.5

18.2.3 SECOND CLASS:

All other students (not covered in clauses 18.2.1 and 18.2.2) who qualify for the award of the degree (vide Clause 14.1) shall be declared to have passed the examination in Second Class.

18.2.4 A student who is absent in End 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 15) for the purpose of classification.

19. PHOTOCOPY / REVALUATION

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 Department. 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 Controller of Examinations will arrange for the revaluation and the results will be intimated to the student concerned through the Head of the Department. Revaluation is not permitted for practical courses and EEC courses.

A student can apply for revaluation of answer scripts for not exceeding 5 subjects at a time.

20. 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 Department.

Students applying for Revaluation only are eligible to apply for Review.

21. PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION

21.1. A student may, for valid reasons, (medically unfit / unexpected family situations / participants in sports approved by Director, Physical Education and Head of the Institution) 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 Dean-Academics through HOD with required documents.

21.2. Withdrawal application shall be valid only if the student is otherwise eligible to write the examination (Clause 7) and if it is made within TEN working days before the commencement of the end semester examination in that course or courses and also recommended by the Head of the Department.

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

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

21.5. Withdrawal is permitted for the end semester examinations in the final semester, only if the period of study the student concerned does not exceed 3 years for **M.E. / M.Tech./ MBA**

22. PROVISION FOR AUTHORISED BREAK OF STUDY

22.1. A student is permitted to go on break of study for a maximum period of one year either as two different semesters or a single break of one year.

22.2. The student applies for break of study; the student shall apply to the Dean- Academics in advance, in any case, not later than the last date of the first assessment period. The application (downloaded from the website) duly filled by the student shall be submitted through the Head of the Department. In the case of short-term employment/ training/ internship, the application for break of study shall be approved and forwarded by the Departmental Advisory Board to the Dean-Academics.

22.3. The students permitted to rejoin 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 rejoining. The students rejoining in new Regulations shall apply to the Dean- Academics in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional/equivalent courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the regulations in which a student is joined.

22.4. The total period for completion of the programme reckoned from, the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study in order that the student may be eligible for the award of the degree (vide clause 14).

22.5. In case there is any period of break of study more than the permitted duration of break of study, the student shall be permitted to continue the programme only if the approval is obtained from the Dean-Academics through the concerned Head of the Department before the end of the semester in which the student has taken break of study.

22.6. If a student has not reported to the department for a period of two consecutive semesters without any intimation, the name of the student shall be deleted permanently from the college enrollment. Such students are not entitled to seek readmission under any circumstances.

23. DISCIPLINE

23.1 Every student is required to observe disciplined and decorous behaviour 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 and two Heads of Department of which one should be from the faculty of the student, to enquire into acts of indiscipline and initiate necessary action.

23.2 If a student indulges in malpractice in any of the University / internal examinations he / she shall be liable for punitive action as prescribed by the DMICE from time to time.

24. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The DMICE may from time to time revise, amend or change the Regulations, curriculum, syllabus and scheme of examinations after due approval of the Academic Council.

ANNEXURE- I

POSTGRADUATE PROGRAMMES

Master of Engineering (M.E.)

Computer Science and Engineering

Power Electronics and Drives

Communication Systems

Thermal Engineering

Master of Business Administration

