



COIMBATORE INSTITUTE OF ENGINEERING AND TECHNOLOGY

Autonomous | Affiliated to Anna University | Accredited by NAAC with 'A' Grade
Narasipuram (P.O), Thondamuthur(Via), Vellimalaipattinam, Coimbatore - 641109

ACADEMIC REGULATIONS 2025

POSTGRADUATE PROGRAMMES

(M.E./M.Tech., and M.B.A.)

**(For the students admitted to M.E./M.Tech., and M.B.A. Programmes from the Academic
year 2025-26 onwards)**

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COIMBATORE INSTITUTE OF ENGINEERING AND TECHNOLOGY (AUTONOMOUS)
COIMBATORE - 641109

ACADEMIC REGULATIONS 2025

CHOICE BASED CREDIT SYSTEM
POSTGRADUATE PROGRAMMES
(M.E./M.Tech., and M.B.A.)

(For the students admitted to PG Programme from the Academic year 2025-26 onwards)

PRELIMINARY DEFINITIONS AND NOMENCLATURE

In this Regulation, unless the context otherwise specifies:

AY	Academic Year – A period consisting of two consecutive semesters during which the academic programme is conducted.
CBCS	Choice Based Credit System – A flexible academic system that enables students to choose courses and earn the prescribed credits for the award of the degree.
CIA	Continuous Internal Assessment – The continuous evaluation of a student's performance through tests, assignments, quizzes, seminars, case studies, laboratory work, projects, presentations, practical exercises, and other approved assessment methods conducted during the semester.
College	Coimbatore Institute of Engineering and Technology (CIET), Coimbatore, an Autonomous Institution affiliated with Anna University, Chennai.
Course	A component of study forming part of the curriculum that may be classified as Theory, Laboratory, Laboratory-Embedded Theory, Project-Embedded Theory, Project Work, Seminar, Internship, Industry Oriented Course, Online Course, Self-Learning Course, Value Added Course, or any other approved academic component.
DCC	Department Consultative Committee – The departmental academic committee responsible for recommending and approving matters relating to curriculum implementation, internships, online courses, self-learning courses, value-added courses, industry-oriented courses, and other academic activities as prescribed in these regulations.
EEC	Employability Enhancement Courses – Courses intended to enhance the employability, professional competence, research aptitude, and practical skills of students. These include seminars, internships, industrial training, professional practices, case studies, mini projects, and project work.

ESE	End Semester Examination – The examination conducted at the end of a semester to assess the attainment of the prescribed course outcomes for courses having an End Semester Examination component.
IOC	Industry Oriented Course – A course offered in collaboration with industry experts to provide students with practical knowledge, emerging technologies, industrial practices, standards, certifications, and professional competencies relevant to the programme.
PC	Professional Core – A compulsory course that provides the fundamental and advanced knowledge essential to the programme of study.
PE	Professional Elective – An elective course offered within the programme that enables students to acquire advanced knowledge in specialized areas.
PG	Postgraduate Programme – A Master's Degree programme offered by the College in Engineering, Technology, or Management disciplines.
Programme	A Degree programme with a major specialization in Engineering, Technology, or Management offered by the College and approved by the Academic Council.
SLC	Self-Learning Course – A course undertaken independently by a student under the guidance of a faculty member to promote self-directed learning in an approved area of study.
Audit Course	A course undertaken by a student for acquiring additional knowledge and skills beyond the prescribed curriculum. The assessment and reporting of the Audit Course shall be as prescribed in the respective curriculum.
University	Anna University, Chennai, to which the College is affiliated.
VAC	Value Added Course – An optional course offered to enhance the technical, professional, entrepreneurial, and employability skills of students beyond the prescribed curriculum.
AC	Academic Council – The highest academic body of the Institution responsible for approving academic regulations, curricula, syllabi, and other academic matters.
BoS	Board of Studies – The academic body responsible for framing and recommending the curriculum and syllabi of the respective programme for approval by the Academic Council.
Faculty Advisor	A faculty member assigned to guide students on academic planning, course registration, academic progress, and other academic matters throughout the programme.

1. PREAMBLE

Coimbatore Institute of Engineering and Technology (CIET), an Autonomous Institution affiliated with Anna University, is committed to providing quality postgraduate education that fosters innovation, interdisciplinary learning, research excellence, entrepreneurship, and societal development. The Institute aims to develop competent professionals capable of addressing contemporary engineering challenges through advanced knowledge, research aptitude, ethical values, and lifelong learning. The Academic Regulations 2025 have been framed in accordance with the principles of the National Education Policy (NEP) 2020, AICTE guidelines, National Credit Framework (NCrF), Outcome Based Education (OBE), Choice Based Credit System (CBCS), and the academic framework of Anna University. These regulations provide adequate academic flexibility through multidisciplinary learning, research-oriented education, industry collaboration, online learning, internships, credit transfer, and competency-based assessment. The Regulations 2025 emphasize student-centric learning by integrating classroom instruction with experiential learning, project-based learning, design thinking, innovation, intellectual property creation, entrepreneurship, industrial exposure, and digital learning platforms. The curriculum is designed to prepare graduates with advanced technical knowledge, research capabilities, professional ethics, leadership qualities, and global competencies required for higher studies, research organizations, industries, and entrepreneurial ventures. The Institute shall periodically review these regulations to incorporate emerging technologies, industrial requirements, national educational reforms, and feedback from stakeholders so as to ensure continuous academic excellence.

These regulations shall govern all academic activities relating to admission, curriculum, teaching-learning, assessment, examination, grading, award of degree and other academic matters of the postgraduate programmes offered by the Institution.

2. ADMISSION PROCEDURE

Candidates for admission to the first semester of the Post-Graduate Degree Programme shall be required to have passed an appropriate Under-Graduate Degree Examinations or equivalent as specified under qualification for admission as per the Tamil Nadu Common Admission (TANCA) criteria. Admission shall be offered only to the candidates who possess the qualification prescribed against each programme.

Note: TANCA releases the updated criteria during the admissions every academic year.

3. PROGRAMMES OF STUDIES

All the degree programmes offered by the college are based on modular structure and their academic requirements are spelt out as number of course credits. Programmes are structured

in such a way that a student will be able to complete the programme within the stipulated number of semesters. On the recommendations of the Head of the Department a student may be granted permission by the Chairperson, Academic Council to have a break in the programme, however the programme should be completed within the permitted number of semesters.

Degree	Stipulated number of semesters	Permitted number of semesters
M.E	4	8
MBA	4	8

The permitted number of semesters can be increased on a case to case basis subject to the approval of the Academic Council, Governing Body and the affiliating university.

4. PROGRAMMES OFFERED

- M.E CAD/CAM
- M.E VLSI Design and Embedded Systems
- Master of Business Administration

5. STRUCTURE OF THE PROGRAMMES

5.1 Curriculum

Every programme has a specific structure, known as the 'Curriculum', which prescribes all the details of courses for undergoing the programme and sets out the sequence semester wise.

5.2 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 Practical Periods (Laboratory/Seminar/Project Work/etc.)	1

- One credit shall be awarded for every two weeks of approved Industrial Training / Internship, subject to successful completion and evaluation.
- One credit may be awarded for every four weeks of an approved SWAYAM/NPTEL or equivalent online course, subject to successful completion, certification, and approval of the Head of the Department.

The minimum credit requirement for the award of the degree shall be as prescribed in the respective curriculum approved by the Academic Council. The M.E. programmes shall require a minimum of 72 to 78 credits, while the MBA programme shall require a minimum of 90 credits for the award of the degree.

5.3 Categorization of Courses

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

- (i) **Foundation Courses (FC)** may include Mathematics or other basic courses
- (ii) **Professional Core (PC)** courses include the core courses relevant to the chosen specialization/branch.
- (iii) **Professional Elective (PE)** courses include the elective courses relevant to the chosen specialization/branch.
- (iv) **Non-Functional Elective Courses (NEC)** include elective courses outside of the area of specialization
- (v) **Employability Enhancement Courses (EEC)** include Project Work and/or Internship, Seminar, Computer Applications (Laboratory), Professional Practices, Summer Internship Project, Case Study, Professional Practice, Mini Project and Industrial / Practical Training.
- (vi) **Open Elective Courses (OE):** Elective courses offered by other departments to promote multidisciplinary learning and broaden the knowledge base of the students.
- (vii) **Value Added Courses (VAC):** Optional courses offered to enhance technical, professional, and entrepreneurial skills. Credits earned shall be reflected in the Grade Sheet but shall not be considered for the computation of CGPA.
- (viii) **Online Courses (OC):** Courses completed through approved online platforms such as SWAYAM, NPTEL, or other platforms approved by the Academic Council. Such courses may be permitted for credit transfer as per the Institute regulations.
- (ix) **Industry Oriented Courses (IOC):** Industry Oriented Courses (IOC) are designed to equip students with emerging industrial knowledge, practical skills and competencies in niche technology areas.
- (x) **Self-Learning Courses (SLC):** Self Learning Courses enable students to pursue independent learning through approved online resources, research, industrial practices and faculty guidance.

5.4 Number of Courses per Semester

Curriculum of a semester shall normally have a blend of lecture courses and practical courses including Employability Enhancement Courses. Each course may have credits assigned as per clause 5.1.

5.5 Project Work

The Project work is an important component of Post-Graduate programmes, intended to provide students with an opportunity to apply advanced engineering knowledge and research skills to solve real-world problems. The Project Work has to be undertaken in the final semester.

- 5.5.2 The Project Work shall be undertaken during the Fourth Semester for a minimum period of 16 weeks. An additional period of up to four weeks may be permitted for dissertation preparation and report submission. The total duration of the Project Work shall not exceed 20 weeks.
- 5.5.3 The Project Work shall be carried out under the supervision of a qualified faculty member of the Department concerned. A qualified supervisor shall be a faculty member possessing a Postgraduate degree with a minimum of three years of teaching/research experience or a Ph.D. degree in the relevant discipline.
- 5.5.4 A student may be permitted to carry out the Project Work in an Industry, Research Organization, National Laboratory, or a reputed Academic Institution with the prior approval of the Head of the Department. In such cases, the Project Work shall be jointly supervised by a faculty supervisor from the Institute and an expert from the host organization. The student shall meet the supervisor periodically and attend the review meetings to assess the progress of the work.
- 5.5.5 The progress of the Project Work shall be monitored through periodic review meetings conducted by the Department Project Review Committee. Review meetings may also be conducted in online mode, wherever necessary, with the approval of the Head of the Institution. Proper records of all review meetings shall be maintained.
- 5.5.6 The Project Report shall be submitted in the prescribed format within 20 calendar days from the last working day of the semester in which the Project Work is completed.
- 5.5.7 The Project Work shall be evaluated based on periodic reviews, the quality of the dissertation, presentation, and viva-voce examination as prescribed by the Academic Council.

5.6 Industrial Training / Internship

- 5.6.1 Students may undergo Industrial Training during the summer or winter vacation for the duration prescribed in the respective curriculum. The training shall be completed continuously in an Industry, Research Organization, National Laboratory, or other organization approved by the Department.
- 5.6.2 In lieu of Industrial Training, students may undergo an Internship in an Industry, Research Organization, Startup, or Institution of National Importance with the prior approval of the Department Consultative Committee (DCC).
- 5.6.3 The credits earned through Industrial Training/Internship shall be indicated in the Grade Sheet. The credit assignment shall be as follows:

Duration of Training / Internship	Credits
2 Weeks	1
4 Weeks	2
6 Weeks	3

- 5.6.4 The credits earned through Industrial Training/Internship shall be over and above the minimum credit requirement prescribed for the award of the degree unless specifically included in the approved curriculum.

5.7 Value Added Courses

Students may optionally register for Value Added Courses (VAC) offered by the Institute with the approval of the Department Consultative Committee. The credits earned through Value Added Courses shall be reflected in the Grade Sheet but shall not be considered for the computation of CGPA or the minimum credit requirement prescribed for the award of the degree. Value Added Courses shall normally carry **one or two credits** and shall be conducted as per the guidelines approved by the Academic Council.

5.8 Online Courses

- 5.8.1 Students may be permitted to undergo a maximum of one online course (which is provided by Swayam with certificate) subject to a maximum of three credits per course with the approval of Departmental Consultative Committee.
- 5.8.2 One online course can be considered instead of one open or professional elective course. If a student opts for more than one online course he/she can substitute more number of open electives.
- 5.8.3 Students are permitted to optionally enroll and study these courses through SWAYAM - NPTEL platforms and credit transfer is to be done based on the marks and certificate provided by the NPTEL. The number of credits and transfer of credits are based on the procedure explained in Table given below and the Mapping of the

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

Duration of the course and Number of credits

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

Mapping of Marks scored in NPTEL course and Credits earned

Letter Grade	Range of Marks
O	90-100
A+	80-89
A	70-79
B+	60-69
B	50-59
C	40-49

5.9 Self-Study Courses

- 5.9.1 Students shall be permitted to credit at most one Self Study Course during the duration of the programme, subject to the prior approval of the Departmental Consultative Committee (DCC).
- 5.9.2 Students may opt for pre-approved Self Study Courses offered by the Department. The objective of such courses is to enable students to pursue a course or topic of personal academic interest, allowing them to learn independently under the supervision of a faculty member.
- 5.9.3 The student shall study independently, and no formal classroom lectures are required. The syllabus and mode of assessment shall be proposed by the student and the faculty advisor, and shall require the approval of the Departmental Consultative Committee and subsequent formal approval by the appropriate academic bodies
- 5.9.4 Each Self Study Course shall carry 3 credits and require a minimum of 40 hours of academic engagement. The course may be considered as a Professional Elective (PE) or Open Elective (OE), subject to curriculum structure and approval.

A faculty member nominated by the student and approved by the Head of the Department shall be responsible for:

- Guiding the student throughout the course duration,
- Conducting periodic reviews, and
- Evaluating the student's performance based on the approved assessment plan.

The final evaluation shall be documented and submitted to the Controller of Examinations (CoE) through the Head of the Department, in accordance with the standard grading procedures.

5.10 Audit Course

A student may be permitted to register for an Audit Course with the approval of the Department Consultative Committee (DCC) and the Head of the Department. The Audit Course shall be governed by the provisions specified in the respective curriculum. The credits, if any, assigned to the Audit Course shall be as prescribed in the approved curriculum. The credits, assessment methodology, and mode of reporting shall be governed by the provisions specified in the respective curriculum and approved by the Academic Council.

5.11 Medium of Instruction, Learning and Evaluation

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

6. DURATION OF THE PROGRAMMES

- 6.1. A student is normally expected to complete Post Graduate programme in 2 years (4 Semesters) but in any case, not more than 4 years (8 Semesters)
- 6.2. Each semester shall normally consist of 75 working days or 540 periods of 50 minutes each. 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.
- 6.3. 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 6.1 irrespective of the period of break of study (vide clause 19) or prevention (vide clause 8.4) in order that the student may be eligible for the award of the degree (vide clause 17).

7. COURSE ENROLLMENT AND REGISTRATION

- 7.1 Each student, on admission shall be assigned to a student faculty advisor who shall advice and counsel the student about the details of the academic programme and the choice of courses considering the students' academic background and career objectives.

7.2 The number of credits registered for during a semester should not be less than 12 credits. (Excluding courses for which the student has done reappearance registration).

7.3 Each student on admission shall register for all the courses prescribed in the curriculum in the student's first and second semester of study without any choice.

7.4 Every student shall enroll for the courses of the succeeding semester during 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. However, the student is allowed to register for the course, wherein the student has been stopped due to shortage of attendance during current semester.

7.4.1 The student shall enroll for the courses with the guidance of the faculty advisor. If the student wishes, the student may drop or add courses (vide clause 7.6) within **five** working days after the commencement of the concerned semester and complete the registration process duly authorized by the faculty advisor. Also, the student is allowed to register for a course in which the student has failed earlier though he has not enrolled at the end of previous semester as above mentioned.

7.5 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.

7.6 Flexibility to Add or Drop courses

7.6.1 From the 2 to Final semesters, the student has the option of dropping existing courses in a semester during registration. Total number of credits of such courses cannot exceed 6.

7.6.2 From the third semester, the student has the option of registering for additional courses. Total number of credits of such courses should not exceed 6 credits.

7.7 Reappearance Registration

7.7.1 If a student absents for examination or fails in a course (both theory and practical), it will be considered as an arrear. The student can retain the already earned Continuous Assessment marks for three subsequent appearances only and thereafter he/she will solely be assessed for the performance in the End Semester Examination only.

7.7.2 A student who has already appeared for a course in a semester and passed the examination is not entitled to reappear in the same course for improvement of letter grades / marks.

8. ATTENDANCE REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION

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

- 8.1** Ideally every student is expected to attend all periods and earn 100% attendance. However, the student shall secure not less than 75% of overall attendance considering the number of periods required for that programme as specified in the curriculum.

$$\text{Percentage of Attendance} = \frac{\text{Total no. of periods attended in all the courses per semester}}{\text{Total No. of periods taken together for all courses of the semester}} \times 100$$

- 8.2** However, a candidate who secures overall attendance 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 end semester examination of that programme. In all such cases, the students should submit the required documents on joining after the absence to the Head of the Department through the faculty advisor duly attested by Head of the Institution. The same shall be forwarded to the Controller of Examinations for record purposes.

- 8.3** A student shall normally be permitted to appear for End Semester Examination if the student has satisfied the attendance requirements (vide Clause 8.1 – 8.2) and has registered for examination in all courses of that semester by paying the prescribed fee.

- 8.4** Students who do not satisfy clause 8.1 and 8.2 and who secure less than 65% overall attendance will not be permitted to write the End-Semester Examination and not permitted to move to the next semester. They are required to repeat the incomplete semester in the next academic year, as per the norms prescribed.

9. FACULTY ADVISOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department will attach a certain number of students to a teacher of the department who shall function as Faculty Advisor for those students throughout their period of study. The Faculty Advisor shall advise the students in registering of courses, monitor their attendance and progress and counsel them periodically. If necessary, the Faculty Advisor may also discuss with or inform the parents about the progress / performance of the students concerned.

The responsibilities for the faculty advisor shall be:

- i. To inform the students about the various facilities and activities available.
- ii. To guide on enrollment and registration of the courses.
- iii. To authorize the final registration of the courses at the beginning of each semester.
- iv. To monitor the academic and general performance of the students including attendance and to counsel them accordingly.

10. CLASS COMMITTEE

- 10.1. A Class Committee consists of teachers of the concerned class, 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 class room and in the laboratories.
 - Clarifying the regulations of the programme and the details of rules therein.
 - Informing the student representatives, the “academic schedule” including the dates of assessments and the syllabus coverage for each assessment period.
 - Informing the student representatives, the details of regulations regarding the weightage used for each assessment. In the case of practical courses (laboratory / 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 improving the performance of the students.
 - Identifying the slow learners, if any, in any specific subject and requesting the teachers concerned to provide some additional help or guidance or coaching to such weak students as frequently as possible.
- 10.2. The class committee for a class under a particular programme is normally constituted by the Head of the Department. However, if the students of different programmes are mixed in a class, the class committee is to be constituted by the Head of the Institution.
- 10.3. The class committee shall be constituted within the first week of each semester.
- 10.4. At least 2 student representatives (usually 1 boy and 1 girl) shall be included in the class committee.
- 10.5. The chairperson of the class committee shall invite the Class adviser(s) and the Head of the Department to the meeting of the class committee.
- 10.6. The Head of the Institution may participate in any class committee of the institution.
- 10.7. The Chairperson of the Class Committee 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 among the concerned students and teachers. 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.

- 10.8. 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 at suitable intervals. During these meetings the student members, representing the entire class, shall meaningfully interact and express the opinions and suggestions of the class students to improve the effectiveness of the teaching-learning process

11. COURSE COMMITTEE

11.1 Common Course Committee

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 Course Coordinator 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 "Common Course Committee" shall meet to ensure uniform evaluation of continuous assessments after arriving at a common scheme of evaluation for the assessments (vide clause 12). Wherever feasible, the common course committee shall prepare a common question paper for the continuous assessment tests also. The question paper for the continuous assessment examination is common and shall be set by the Course Coordinator in consultation with all the teachers.

11.2 Overall Monitoring Committee

In addition, there shall be an overall monitoring committee for each semester of a programme which comprises of (i) the Course Coordinators / Course teachers (as applicable), (ii) the Faculty-in-charge of the programme and (iii) the Head of Department. This overall monitoring committee shall meet periodically to discuss academic related matters, progress and status of the students of the semester concerned. The overall monitoring committee can invite the Faculty Advisors or students for any of the committee meetings if necessary.

12. CURRICULUM DEVELOPMENT CELL

Curriculum Development Cells are constituted as under for planning and updating of syllabus to be presented to the Board of Studies. Similarly, the Common Curriculum Development Cell is constituted as under for finalizing the subjects for both common and departmental core. Curriculum Development Cell is a standing internal committee with all the internal members of the Board of Studies and Academic Council and any other faculty co-opted / nominated by the HoD.

13. ASSESSMENT PROCEDURES FOR AWARDING MARKS

All Post Graduate Programmes consist of Theory Courses, Laboratory Courses and Employability Enhancement Courses. Employability Enhancement Courses include Project

Work, Seminar, Computer Applications (Laboratory), Professional Practices, Case Study and Industrial/Practical Training. Appearance in End Semester Examination is mandatory for all courses including Theory, Laboratory and Project work. Performance in each course of study shall be evaluated based on

- i. Continuous Assessments throughout the semester
- ii. End Semester Examination at the end of the semester.

For Theory Courses and Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 40 and the End Semester Examination carries 60 marks. The continuous assessment is 60 marks for the Project Work, and project report evaluation and viva-voce examination carry 40 marks. All other courses included under Employability Enhancement Courses are evaluated by Continuous Assessments only. Each course shall be evaluated for a maximum of 100 marks as shown below:

S. No	Category of course	Continuous Assessments Marks	End Semester Examinations Marks
1	Theory Courses	40	60
2	Laboratory Courses	60	40
3	Project Work	60	40
4	All other Courses	100	-

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

13.1. Assessment for Theory Courses

For Theory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed as 40 and the End Semester Examination carries 60 marks, as given above. A minimum of two 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).

Continuous Internal Assessment I (100 Marks)		Continuous Internal Assessment II (100 Marks)		Total Internal Assessment
Individual Assignment / Case Study / Seminar / Mini Project / any other experiential Learning	Written Test	Individual Assignment / Case Study / Seminar / Mini Project / any other experiential Learning	Written Test	
40	60	40	60	200*

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

A minimum of two 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 / any other experimental learning 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. The End Semester Examination for theory courses will be of three hours duration. Appearance in the End Semester Examination is mandatory requirement for passing the courses having ESE component.

13.2. Assessment for Laboratory Courses

For Laboratory Courses out of 100 marks, the maximum marks for Continuous Assessment is fixed at 60 and the End Semester Examination carries 40 marks. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and records to be maintained. There shall be at least one test. The criteria for arriving at the Internal Assessment marks of 60 are as follows: 75 marks shall be awarded for successful completion of all the prescribed experiments done in the Laboratory and 25 marks for the test. The total mark shall be converted into a maximum of 60 marks and rounded to the nearest integer.

Continuous Internal Assessment (100 Marks) *	
Evaluation of Laboratory Observation, Record	Test
75	25

** Internal assessment marks shall be converted into 60 marks*

The End Semester Examinations for Laboratory courses will be three hours of duration each.

13.3. Assessment for Project Work

For Project work out of 100 marks, the maximum marks for Continuous Assessment is fixed at 60 and the End Semester Examination (project report evaluation and viva-voce

examination) carries 40 marks. There shall be **three assessments** (each 100 marks) during the semester by a review committee. The student shall make presentation on the progress made before the committee. The Head of the Department shall constitute a review committee for each programme. There shall be a minimum of three members in the review committee. The project **Guide** will be one of the members of the Review Committee. The total marks obtained in the three Reviews shall be 60 marks. The student(s) is expected to submit the project report on or before the last working day of the semester. The End Semester Examination for project work shall consist of evaluation of the final project report submitted by the student or 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 an external examiner, the guide and an internal examiner. The Head of the Department with the approval of the Head of the Institution shall appoint Internal Examiners for the End Semester Examination. The Continuous Assessment and End Semester Examinations marks for Project Work and the Viva-Voce Examination will be distributed as indicated below.

Continuous Assessment (60 Marks)						End Semester Examination (40 Marks)			
Review I (20 Marks)		Review II (20 Marks)		Review III (20 Marks)		Thesis Evaluation (20 Marks)		Viva – Voce (20 Marks)	
Marks awarded by Review Committee (excluding guide)	Marks awarded by Review Committee (excluding guide)	Marks awarded by Review Committee (excluding guide)	Marks awarded by Review Committee (excluding guide)	Marks awarded by Review Committee (excluding guide)	Marks awarded by Review Committee (excluding guide)	External Examiner	Internal Examiner	External Examiner	Internal Examiner
10	10	10	10	10	10	10	10	10	10

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

If the project report is not submitted on or before the specified deadline 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.

13.4. Assessment for Technical Seminar / Seminar, Case study

The Technical Seminar, Seminar, or Case Study Course shall be evaluated through 100% Continuous Internal Assessment (CIA). There shall be no End Semester Examination. Every student shall deliver a minimum of two seminar presentations during the semester before an Evaluation Committee constituted by the Head of the Department. The Evaluation Committee shall consist of the Course Coordinator and two faculty members from the

Department. The final marks shall be awarded based on the consolidated performance in all the seminar presentations conducted during the semester. The evaluation shall be based on the quality of the seminar report (40%), presentation and communication skills (40%), and response to questions during the presentation (20%), or as prescribed in the respective curriculum.

13.5. Assessment for One and Two credit Courses

The one / two credit course shall carry 100 marks and shall be evaluated through continuous assessments only. Two Assessments shall be conducted during the semester by the Department concerned. The total marks obtained in the tests shall be reduced to 100 marks and rounded to the nearest integer. A committee consisting of the Head of the Department, staff handling the course and a senior Faculty member nominated by the Head of the Institution shall monitor the evaluation process. The list of students along with the marks and the grades earned may be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations

13.6. Assessment for Value Added Courses

Assessment for Value Added Course The one / two credit course shall carry 100 marks and shall be evaluated through continuous assessments only. 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. A committee consisting of the Head of the Department, staff handling the course and a senior faculty member nominated by the Head of the Institution shall do the evaluation process. The list of students along with the marks and the grades earned shall be forwarded to the Controller of Examinations for appropriate action at least one month before the commencement of End Semester Examinations. The grades earned by the students for Value Added Courses will be recorded in the Grade Sheet, however the same shall not be considered for the computation of CGPA.

13.7. Assessment for Online Course/ Self Study Course

Students may be permitted to earn credit from online courses (which are to be provided with a certificate) or self- study courses with the approval of Department Consultative Committee and Head of the Institution subject to a maximum of three credits per course. Department Consultative Committee will take a decision on the evaluation methodology for the online course/ self-study course. The Committee can decide on how to evaluate the online courses / self-study courses and the same may be conveyed to the Head of the institution at the beginning of the semester when the course is offered. The Head of the Department will be responsible for the evaluation process. A committee consisting of the Head of the Department, coordinator and a senior Faculty member nominated by the Head of the Department shall assign the grades to the students based on their performance.

13.8. Assessment for Industry Oriented Course (IOC)

The Industry Oriented Course (IOC) shall be assessed through 100% Internal Evaluation. There shall be no End Semester Examination. The Department Consultative Committee (DCC), in consultation with the Industry Expert, shall decide the assessment methods based on the nature and outcomes of the course. The evaluation may include quizzes, assignments, case studies, projects, presentations, practical demonstrations, viva-voce, or any other appropriate assessment components. The assessment scheme shall be communicated to the students at the commencement of the course.

13.9. Assessment for Other Employability Enhancement Courses

13.9.1. The seminar / Case study is to be considered as purely INTERNAL (with 100% internal marks only). Every student is expected to present a minimum of 2 seminars per semester before the evaluation committee / Department consultative committee and for each seminar, marks can be equally apportioned. The three-member committee appointed by Head of the Institution 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 content of the seminar paper (40%), presentation (40%) and response to the questions asked during presentation (20%).

13.9.2. The Industrial / Practical Training (if specified as part of curriculum), shall carry 100 marks and shall be evaluated continuously. At the end of Industrial / Practical training / internship / Summer Project, the student shall submit a report on the training undergone and a certificate from the organization. The evaluation will be made based on this report and a Viva-Voce Examination, conducted internally by a three-member Department 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 Controller of Examinations duly attested by the head of the institution by the Head of the Department.

14. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATIONS

A student shall normally be permitted to appear for the End Semester Examinations for all the courses registered in the current semester (vide clause 7) if he/she has satisfied the semester completion requirements (subject to Clause 8). A student who has already appeared for any subject in a semester and passed the examination is not entitled to reappear in the same subject for improvement of grades. If the student has not paid tuition fee or End Semester Examination fee, he/she will not be permitted to attend End Semester Examination.

15. PASSING REQUIREMENTS

15.1. The Passing requirement for a student in a course is that the student should have obtained 45% marks in the End Semester Examination and should also fulfill 50% of

the total by combining both the Continuous Assessments and End Semester Examinations. 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 (except electives)/ laboratory courses, 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 (Continuous Assessments + End Semester Examination) as per clause 15.1, 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 a student fails in a professional elective or an open elective, the student may be permitted to register for the same course as arrear or opt for new registration to any other professional elective or open elective course respectively in the subsequent semesters. Registering for a new course will require fulfillment of attendance (vide clause 8).
- 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 even after availing clause (13.3), the student shall register for the course again.
- 15.5. The passing requirement for the courses which are assessed only through continuous assessment (EEC courses except project work), shall be determined based on the marks obtained in continuous assessment tests.
- 15.6. A student can apply for revaluation of the student's end semester examination answer paper in a theory course, within two weeks from the declaration of results, on payment of a prescribed fee along with prescribed application by the Controller of Examinations (CoE) through the Head of Departments. The CoE 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 laboratory courses and project work.

16. AWARD OF LETTER GRADES

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

Grade/Citation	Grade Points
O (Outstanding)	10

A+ (Excellent)	9
A (Very Good)	8
B+ (Good)	7
B (Average)	6
C (Satisfactory)	5
U – Reappearance	0
SA (Shortage of Attendance)	0
AB (Absent)	0
W (Withdrawal)	0

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

- ‘SA’ denotes shortage of attendance (as per clause 8.4) and hence prevention 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 examination of the particular course. The grades RA and W will figure both in Grade Sheet as well as in Result Sheet. In both cases, the student has to appear for the End Semester Examinations as per the Regulations.
- If grade **U** is given to Theory Courses/ Laboratory Courses it is not required to satisfy the attendance requirements (vide clause 8), but has to appear for the end semester examination and fulfil the norms specified in clause 15 to earn a pass in the respective courses.
- If grade **U** is given to **Project work**, the course has to be registered again and attendance requirement (vide clause 8) should be satisfied. If the grade **U** is given to **EEC course (except project work), which are evaluated only through internal assessment**, the student shall register for the course again in the subsequent semester fulfill the norms as specified in Clause 16 to earn pass in the course. However, attendance requirement need not be satisfied.
- The grades **O, A+, A, B+, B, C** obtained for the one/two credit courses (not part of curriculum) under the title ‘Value Added Courses’ and ‘internship/industrial training’ (if not part of curriculum) shall figure in the Grade Sheet. For these courses if the grades obtained are **RA, SA** then it shall not figure in the Grade Sheet.

16.3 For the students who complete the Audit Course satisfying attendance requirement, the title of the Audit Course will be mentioned in the Grade Sheet. If the attendance requirement is not satisfied, it will not be shown in the Grade Sheet.

16.5 Absolute Grading

For all the courses the absolute grading shall be followed with the grade range as specified in the Table.

Grade/Citation	Grade Points
O (Outstanding)	91-100
A+ (Excellent)	81-90
A (Very Good)	71-80
B+ (Good)	61-70
B (Average)	56-60
C (Satisfactory)	50-55
U – Reappearance	<50

17. GPA AND CGPA CALCULATION

17.1 The CoE shall convene a meeting of the passing board after the End Semester Examinations and with the approval of the board will declare the results. After results are declared, Grade Sheets will be issued to each student which will contain the following details:

- the list of courses registered during the semester and respective grades earned
- the Grade Point Average (GPA) for the semester and
- the Cumulative Grade Point Average (CGPA) of all the courses from the first semester to the current semester.

GPA is the ratio of the sum of the products of the number of credits of courses registered and the grade points corresponding to the grades scored in those courses, taken for all the courses, to the sum of the number of credits of all the courses registered in the semester.

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

where, C_i is the Credits assigned to the course, g_i is the grade point corresponding to the letter grade obtained for each course. n is number of all Courses successfully cleared during the particular semester in the case of GPA and during all the semesters in the case of CGPA.

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

17.2 In the case of a student registered for more number of electives (PE/OE) than required as per the requirements in the curriculum, the courses with higher grades alone will be considered for calculation of CGPA.

18. ELIGIBILITY FOR THE AWARD OF DEGREE

18.1 A student shall be declared eligible for the award of the Post graduate degree provided the student has

- i. Scored the required number of credits specified in the curriculum within the stipulated time (vide Clause 6.1).
- ii. Successfully completed the course requirements, appeared for the End Semester Examinations and passed all the courses prescribed in all the four semesters within a maximum period of four years reckoned from the commencement of the first semester to which the candidate was admitted.
- iii. Passed in the additional courses prescribed by the Head of the department duly authorized by Head of the institution and Controller of Examinations whenever readmitted under regulations other than R-2023, if applicable.
- iv. No disciplinary action pending against the student.

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 Programme of study in First class with Distinction:

- Should have passed in all the courses of the entire four semesters in the student's First Appearance within **three** years, which includes authorized break of study of one year. Withdrawal from examination (vide Clause 19) will not be treated as appearance.
- Should have secured a **CGPA ≥ 8.50**
- Should NOT have missed appearance from end semester examination due to lack of attendance in any of the course.

18.2.2 First Class

A student who satisfies the following conditions shall be declared to have passed in First class:

- Should have passed the courses of all four semesters within three years, which includes one year of authorized break of study (if availed) or nonappearance from writing the End Semester Examination due to lack of attendance (if applicable).
- Should have secured a **CGPA ≥ 7.00**

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 18.1) shall be declared to have passed the examination in Second Class.

18.2.4 A candidate 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 for the purpose of classification. (subject to clause 19 and 20).

19. PROVISION FOR WITHDRAWAL FROM EXAMINATION

19.1 A student may, for valid reasons, (medically unfit/unexpected family situations / sports approved by Chairman, sports board and HOD) 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 Controller of examinations duly attested by Head of the institution through the Head of the Department with necessary evidences.

19.2 Withdrawal application shall be considered only if the student is otherwise eligible to write the examination (Clause 8) and if it is made within TEN working days before the commencement of the End Semester Examination in that course or courses and also be recommended by Head of the Department.

19.2.1 Notwithstanding the requirement of the mandatory 10 days' notice, applications for withdrawal for special cases under extraordinary conditions will be considered on the merit of the case based on the committee duly constituted.

19.3 Withdrawal is permitted for the End Semester Examinations during final semester if the period of study of the student does not exceed 3 years.

20. PROVISION FOR AUTHORISED BREAK OF STUDY

20.1 A student is permitted to go on break of study for a maximum period of one semester.

20.1.1 For a break of study, the student shall apply to the Controller of Examinations in advance, in any case, not later than the last date of the first assessment period. The application duly filled by the student shall be submitted through the Head of the Department duly attested by Head of the Institution. In the case of short-term employment/ training/ internship, the application for break of study shall be approved and forwarded by the Departmental Consultative Committee to the Controller of Examinations.

20.1.2 A student, permitted to rejoin the programme after a 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 controller of examinations in the prescribed format through Head of the Department at the beginning of semester rejoining 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 old curriculum.

- 20.2** The total period for completion of the programme reckoned from, commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 6.1 irrespective of the period of break of study in order to be eligible for the award of the degree (vide clause 18).
- 20.3** 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 Head of the Institution and Controller of Examinations through the concerned HOD before the end of the semester in which the student has taken break of study.
- 20.4** If a student is absent from his studies a period of two consecutive semesters without any intimation, the name of the student shall be deleted permanently from enrollment. Such a student is not entitled to seek readmission under any circumstances.
- 20.5** If a student indulges in malpractice in any of the examinations, the student shall be liable for punitive action as prescribed by the Head of the institution and Controller of Examination from time to time.

21. REVISION OF REGULATIONS, CURRICULUM AND SYLLABI

The College may from time to time revise, amend or change the Regulations, Curriculum, Syllabus and the Scheme of examinations through the Board of Studies and Academic Council with the approval of the Governing Body.

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