



CHAIRMAN

Dr. K. Ramakrishnan

Dr. K. Ramakrishnan, Chairman, a vibrant person filled with dynamism is a shining and definite role model for the budding engineers of this institution. A production engineer with B.E degree from Annamalai University, Tamil Nadu, he was brought up with a vision to make this rural pocket as a hub of technocrats. His ardent faith in discipline and hard work has been winning him success one after the other in all his ventures. He has high aims and lofty ideals to secure a worthy place for this college amongst the renowned colleges in India and abroad. As an accomplisher, he is a role model not only to his administrative staff and faculties but also to his students as well. Being a sports person, he wanted to hone the interest of the students in sports by providing state of the art infrastructure facilities in the campus. He had been a champion of TIES during his college days. Dr. K. Ramakrishnan is one of the three eminent personalities of the Anna University study team that visited the Canadian Universities in 2006. His matchless interest in imparting quality-engineering education elevated the college to a prominent position among the several engineering colleges in Tamilnadu. The institute not only endeavors to enrich academic pursuit of its stakeholders, but also provide an environment to explore, discover and nurture their true potential. The institution has a strong determination and an unshakable belief in students to conquer the zenith of success. We undertake to meet your special needs and turn your career aspirations into profitable and practical realities.



EXECUTIVE DIRECTOR

Dr.S.Kuppusamy

Dr.S.Kuppusamy took up his career in academics out of his passion for the profession and his commitment combined with zeal for success elevated him to this position. He did his bachelor's degree in Electronics at Erode Arts College, Erode and Master's degree in Business Administration at Kongu Engineering College, Perundurai and Ph.D in Management at Bharathiar University, Coimbatore. He has cleared NET and SLET and also he is a qualified auditor for ISO Certification. He had a long and successful stint at Kongu Arts and Science College, Erode in various capacities starting from Lecturer to Professor and Head, Department of Management Studies before joining M. Kumarasamy College of Engineering as director for MBA/MCA – Standalone Programs and later got elevated as Executive Director. He was a member of Board of Studies, Inspection Commission for grant of Affiliation and Senate of Bharathiar University, Coimbatore. In addition to his academic activities he offered consultancy services for various organizations in ISO Certification process. His emotional stability coupled with decision making and leadership skills have paved the way for his success in academic administration.



Principal

Dr.N.Vasudevan

Dr. N. Vasudevan is a noted academician bringing in 28 years of experience in teaching and research. He has served numerous positions in his academic career which includes Principal, Dean, Professor, Member of Governmental bodies such as NBA, NAAC etc. He is a renowned teacher and has taught UG and PG courses in the area of Electronics, Communication and Control theory. He has authored over 56 publications at internationally well-known conferences and journals. Five PhD scholars have completed their thesis under his guidance. He has served on national and international program committees, including conference session chair, jury etc. He has to his credit completion of several turnkey projects for industrial automation and funded research projects. He has visited several countries for academic collaboration for faculty, student exchanges and professional training for industries. He has 2 granted patents on his innovative idea on High speed switches for Broadband network, 3 published patents and he owns many copyrights includes on Higher Education Ranking, Accreditation, OBE Practices and Outcome Based Assessments. He is currently working in innovative teaching pedagogy on student's centric learning. His research interests are Artificial Intelligence, Machine Learning applications for Industrial Automation, Neural Networks.

MANAGEMENT TEAM

NAME	DESIGNATION
Dr.K.Ramakrishnan	Chairman
Thiri.M.Kumarsamy	Trustee
Mrs.K.Lakshmi	Trustee
Mrs. Vijaya Ramakrishnan	Trustee

ADMINISTRATION

Dr. K. Ramakrishnan

CHAIRMAN

Dr.S.Kuppusamy

EXECUTIVE DIRECTOR

Dr.N.Vasudevan

Principal

Dr S.Sujatha, M.E., M.BA., Ph.D.,

Head Department of Civil Engineering

Dr. M. Sivakumar M.E.,Ph.D.,

Head Department Computer Science and Engineering

Dr. A.Rajkumar, M.E, Ph.D., MISTE., MIEEE

Head Department of Electrical & Electronics Engineering

Dr. B. Balraj, M.E., Ph.D.,

Head Department of Electronics & Communication Engineering

Dr. B. Suresh Kumar, M.Tech., Ph.D.,

Head Department of Mechanical Engineering

Ms.S.Murugavalli, B.Tech, M.E.,

Head Department of Artificial Intelligence

Dr. R. Vijayalakshmi M.A., M.Phil. Ph.D.,

Head Department of Science & Humanities

Dr.S. Venkatesh, M.Sc., M.Phil., M.C.A., Ph.D.,

Controller of examination

Dr.T.Rajkumar

Coordinator, Center for internal Quality Assurance (IQAC)

Dr.S.Suganthi,M.E.,Ph.D.

Head, Center for ranking and accreditation

Dr.V.Vijayan, M.E.,Ph.D.

Head, Centre for research and development

Dr.S.Saravanan ,M.E.,Ph.D.

Head, Centre for Student Affairs

VISION

To serve the society by offering top-notch technical education on par with global standards.

MISSION

M1: Be a center of excellence for technical education in emerging technologies by exceeding the needs of the industry and society.

M2: Be an institute with world class research facilities.

M3: Be an institute nurturing talent and enhancing the competency of students to transform them an all-round personality respecting moral and ethical values.

QUALITY POLICY

We, at M/s K.Ramakrishnan College of Technology are committed to the society in making our Students live a purpose as responsible citizens with Ethical Values through provision of Quality Technical Education and continually improve in becoming a World Class Technological University.

RULES AND REGULATIONS

1.GENERAL RULES

Each student should have certain goals in his / her life. In order to achieve their goals, they should develop good manners, and accept to adopt certain principles. The following steps are suggested,

- College Working hours: 8:45 am to 4:30 pm, Break: 10:20 am to 10:45 am, Lunch break: 1.10 pm to 2.00 pm
- Students should always wear their Identity card inside the college campus which is issued by the College for identification and security reasons.
- Students should converse only in English inside the college premises.
- Students should greet and give proper respect to all the elders and faculties.
- Students should maintain discipline in the campus. A disciplinary committee appointed by the Principal will enquire any in disciplinary incidents pertaining to students discipline and recommend suitable action to be taken.
- Students should be regular, punctual and attentive to the classes. They are expected to be seated in the lecture hall 5 minutes before the commencement of class.
- Late coming students are not permitted to enter the class after the teacher entered the class without getting written permission from the HOD / competent authority.
- Students should maintain perfect order and strict silence inside the lecture halls, laboratories, function halls, Exam Halls and workshops.
- Students should not leave the college premises during working hours without prior permission of HoD / competent authority.
- Chewing bubble gum, chocolates and Student's roaming outside the classroom during the lecture hour is strictly prohibited.
- Observation and Record Note books should be brought to the laboratory classes. Record of experiments done in a particular lab class should be completed before the next laboratory/workshop class.
- Ragging and other discriminations are strictly prohibited in and out the college premises. If anyone found guilty of ragging, will be punished as per Government norms.

Regulation on usage of mobile phones

1. The students are not permitted to use their mobile phones in all academic buildings and corridors, unless permitted by the designated faculty and the respective HoD for use of academic purposes.

- 2. The students shall maintain their phones in silent mode during the academic timings of the day and keep them
- under their safe custody. The institute is not responsible for any loss of mobile phones.
- 3. The students are not permitted to take photos or videos in the campus unless permitted by the faculty and HoDs.
- 4. Social media postings on any such unauthorized photos or videos will be viewed strictly.
- 5. The students shall use headsets during their travel by college transport.
- 6. The students are required to adhere to the dress code of the institute that is in force (attached).
- 7. Special permissions will not granted for any student for their commitments on religious attire
- 8. The students are advised to maintain their dignity and sanctity of the institution and behave responsibly.

All faculty of the institute are empowered to enforce and enquire on any violation of the above rules. In case of any violation of the above said rules, the mobile phones will be confiscated and will be returned at the end of the semester through proper enquiries and procedures, as laid down by the institute.

❖ DRESS CODE

KRCT believes good grooming and personal appearance are essential elements in the educational process. Personal appearance or attire that interferes with or distracts from the educational progress is not allowed.

- 1. Students are instructed to wear ID card inside the campus for all days.
- 2. Dress Code for Boys
 - Jeans and T-shirt with collar can be worn.
 - T-shirts with wordings and any indecorous pictures are not permitted.
 - Sandals / Canvas are allowed
 - Cargo / chinos can be worn
 - Ripped jeans, Balloon pants, Pencil fit will not be permitted
- 3. Dress Code for Girls
 - Jeans with long kurthi without side cut can be worn.
 - Pencil fit jean with long top without side cut is allowed
 - Leggings, jeggings with long top without side cut are allowed
 - Shawl is must for the above clothing (Netted shawl and sleeves are not allowed)
 - Short tops and side cut tops are not allowed.
 - Cold shoulder tops are not allowed.
 - Sandals / Canvas can be worn.

- White tops, white pant and white leggings are strictly not permitted.
- 4. Boys should follow formal dress code with tie, shoes & clean shave on Wednesdays.

(However, for laboratory classes lab uniform with shoes is compulsory)

5. It is not mandatory to wear shoes & uniform for computer lab classes.

General Instructions upon attire

- Hairstyle, Moustache, Beard and side burn must be neatly groomed and it should not distract the
- learning environment. Any hairstyle that distracts the college environment will be dealt with, by the principal of the college or designee.
- Sleeveless garments are not permitted.
- Pants must be worn at the waistline.
- Boys are not allowed to wear Bracelets, Earrings and any unwanted accessories.
- Girls are not allowed to wear Midriff shirts.
- Transparent / tight outfits are highly restricted.
- All the students in the campus should be neatly dressed on all days including all examinations

✓ On all Wednesdays:

Complete formal dress code with formal/polished black or brown Shoes, Socks & clean shaved face is must.

• Violation of Dress Code:-

Any form of improper clothing is strictly restricted in the college premises. If it is determined that a student is in violation of the Dress Code, the student's parents or guardians will be notified of the violation ,for immediate correction.

Every student is required to observe disciplined and decorous behavior both inside and outside the college and not to indulge in any activity which will tend to bring down the prestige of the Institution.

2. RULES AND REGULATIONS FOR HOSTEL RESIDENTS (Boys & Girls)

Hostel Management

- 1. The following officers constitute the Hostel Management:
- a. Chief Warden The Principal
- b. Warden Senior faculty member of the college
- c. Resident Warden
- d. Resident Tutor

- e. Wing In charge Department senior faculty members
- f. Hostel Supervisor / Mess Supervisor

The students can approach any of the above officers for help, guidance and grievance redressal.

Representations to higher officers must be forwarded through proper channel.

Accommodation

- ➤ Hostel accommodation is available for B.E/ M.E a for a maximum length of stay for Four years/Two years respectively. Every year end they have to vacate the hostel.
- At the time of admission of a student into the hostel and at the beginning of every year, each resident is required to submit a duly completed Personal Data Form. The telephone number of the parent with STD code must be provided. Local Guardian's address and phone number is optional. Email of the parent (if available) should also be provided. Any change of address / telephone number of the parent / local guardian, at any point of time, has to be intimated to the hostel m a n a g e m e n t in writing, at once.
- Residents are expected to update their personal information in the hostel whenever there
- is any change in the address, parent's contact number(s), etc.
- ➤ The Hostel Management will generally provide minimum furniture and fittings for each room, consisting of one for each. Residents will be personally responsible for the safety of their belongings.
- > Students should occupy the rooms allotted to them. If any resident is in need for change of room in hostel, he/she is required to get prior permission from the Hostel Management.
- ➤ Before vacating the rooms, the students should fill up the Room Vacating Slip in triplicate. The electrical installations including the fan should be handed over intact, in addition to the furniture.

CODE OF CONDUCT

- 1 . All residents a r e expected to produce the ID Cards when demanded by Wardens/ Staff Members / Security persons.
- 2. Day scholars are not allowed to enter into the hostel
- 3. Residents shall maintain a high standard of decorum and behavior.
- 4. At the time of joining in the hostel, students are expected to make sure that furniture, walls and electrical equipments are in good condition. If any damage is noticed, the same may be reported to the Warden in writing.

- 5. The residents shall not remove any fittings/furniture from any other room and get them fitted/kept in his/her room.
- 6. Residents shall not fix posters, notices, pictures, or anything that might deface or damage the walls and/or other infrastructure.
- 7. The rooms, common areas and surroundings should be kept clean and hygienic.
- 8. Residents are expected to dress decently while visiting the mess hall.
- 9. Warden / Resident Warden have the authority to conduct surprise checks in hostel rooms. Any act of threats or violence, willful damage to property or drunken and riotous behavior constitutes an offence and attract severe punishment.
- 10. Finger registration must be proper for daily attendance. (Girls Hostel)
- 11. Student must be proper for daily attendance taken by the wing incharges. (Boys Hostel)
- 12.Silent/study hours shall be maintained from 8.00 p.m to 10.00 pm. Only inmates are allowed to sit inside the room. Keep room door in open condition.
- 13. No movement of inmates from one room to another room is allowed during study hour at any case. If any found, their names will be reported to the Warden.
- 14. Except Saturday, all days study hour is compulsory.
- 15.No writing work is allowed in study hour (including assignment, homework, observation and record).
- 16.Residents should not use Charger, Mobile phones and Laptops during Night study hours. (Keep inside the bag. Under bed and pillow is not allowed).
- 17.Once mobile or Laptop found by Wing in-charge during night study, Students should hand over the electronic gadgets to warden.

- 18.Residents should get permission letter from their Department to use Laptop in study hour (In case of presentation day & PPT in other colleges).Get prior permission from wing incharge for illness cases.
- 19.Lights in the room shall be switched off at 12:00 midnight. Residents are allowed to use laptops in their rooms only till 12:00 midnight.
- 20. Those who wish to continue studies after 12:00 midnight can do so in the common study area only.
- 21. Dispose the waste and napkins properly in the respected dustbins. (Girls Hostel)
- 22.Residents are expected to sign in the movement register while going out of the hostel other than to the campus on working days and holidays.
- 23. Any Resident observing that his/her room-mate(s) is/are facing any difficulty and needs/need external help, the same may be informed to the Warden / Resident Warden immediately.
- 24.Residents are permitted to use mobile phones in the hostel only between 07:00 p.m. and 08:00 p.m.
- 25. Students are not permitted to convene meetings of any kind in the hostel without the written permission from the hostel management.
- 26.Do not go out in large groups which are difficult to control. If you get involved in unpleasant situations, you are not the only one to be affected. You end up creating a bad impression of our Institute.
- 27.Birthday celebrations, bursting crackers (during Diwali,Pongal, etc.), throwing colours are not allowed in hostels and on the campus.
- 28. The resident of a room is responsible for any damage to the property in the room during his / her occupancy of that room and will be required to make good the damage, if any. He/she is required to fill in the inventory of the furniture and other items available and hand over the furniture & other materials in good condition when he/she changes/vacates the room/hostel.

- 29.In case of damage to or loss of hostel property, the cost will be recovered from the students responsible for such damage or loss, if identified, or from all the students of the hostel, as decided by the Warden.
- 30.Students should co-operate in carrying out maintenance work and vacate their rooms completely when the Hostel Management requires the rooms for this purpose. On such occasions, the management will try to provide alternate accommodation. If any maintenance work is to be carried out when the room is under occupation, it is the occupant's responsibility to make the room available for the same.
- 31.Ragging of students admitted to the In s t i t u t e is totally banned. Any violation of this by the students will be dealt with very severely.
- 32. For your understanding, ragging which is CRIMINAL & NON-BAILABLE offence is defined in legal parlance as," display of noisy, disorderly conduct doing any act which causes or is likely to cause physical or psychological harm or raise apprehension or fear, shame or embarrassment to a student in any academic Institution and includes:- Teasing, abusing, of playing practical jokes on or causing hurt to such student; or Asking the student to do any act or perform something which such student will not in the ordinary course be willing to do".
- 33.Smoking a n d c on su mp t i on of a l c o h o l i c drinks a n d / o r narcotic drugs in the hostel premises is strictly prohibited. Students shall not enter the hostel premises in intoxicated state and should not possess such materials. Severe action will be taken if any resident is found to violate this, resulting in expulsion from hostels and suspended from the Institute. Hostel zone is a smoke-free zone in the Institute. Students should not smoke inside the hostel / room / common room / dining hall / toilets / corridors / terrace etc. Depending on the case, the management reserves the right to take direct disciplinary action, amounting to even expulsion at short notice from the hostel.
- **34.**Residents should not participate in any anti-national,anti- social or undesirable activity in or outside the campus. **The visit of a person of the opposite gender in the hostel is restricted to common room and lounge.**
- 35. Any s t u d e n t w h o is f o u n d to be indulging in undesirable activities such as physical assault, damage to property, etc., will be liable to the following punishments:

- a) He / she will be expelled from the hostel.
- b) A record of his/her misconduct will be made in the personal file.
- c) The cost of damage will be fully recovered from him / her together with penalty.
- d) He / she will also be fined commensurate with the offence committed.
- e) No recommendations will be given to him / her for studies abroad.
- 36. Residents shall settle all the dues on time.
- 37. Hostel or college authorities are not responsible for any loss of private property of the students residing in the hostels.
- 38.Residents shall deposit valuables, if any, in the locker. They shall use their own lock for their lockers.
- 39. Visitors / parents / relatives to the Hostel are to meet the inmate in the reception area on the ground floor with the Warden's / Resident Warden's knowledge only.
- 40.Warden / Resident Warden will inspect rooms at 09:30 a.m. on working days to ensure that no student is staying in the hostel without permission.
- 41.Residents shall return to their respective hostels before 06:00p.m. In case if any student wants to go out for a genuine reason, prior written permission shall be taken from the Chief Warden.
- 42. When vacating the hostel, the inmates shall get the signature from the Warden/Resident Warden certifying that all the furniture and the room are returned in good condition.
- 43. Misbehavior with wardens or any employee of the institution will attract strict action.
- 44.Residents are expected to make conscious efforts to take into account the larger interests of the institution and promote a healthy feeling of friendship during their hostel life. Students shall not keep unauthorized property and unauthorized guests in their room.

USE OF APPLIANCES

1. The use of electrical appliances such as electric stove is forbidden in any of the rooms allotted for residence. Private cooking in the hostels / Student's room is strictly forbidden. Such a pp 1 i anc e s, if found will be confiscated and a fine will also be imposed.

- 2. The uses of audio systems which may cause inconvenience to other o c c u p a n t s are not allowed. The use of personal TV, VCR and VCD / DVD is prohibited. The students should not hire objectionable CDs from outside.
- 3. When the students go out of their room they should switch off all the electrical / electronic appliances, and keep it locked (at all times). Violation will attract suitable penalty and punishment as decided by authorities.

LEAVE PROCEDURE

- 1. Residents can avail Monthly
- 2. Leave and for the further leave parents has to come in person. It can be availed only for continuous 2 days holidays.

APPROVALPROCEDURE

1. Leave Approval procedure

APPROVAL PROCEDURE: One day before

During working days - Department Approval

Saturday & Sunday – Resident Tutor Approval

Common holidays — Enabled automatically by Resident Tutor

OUTING PROCEDURE: One day before

Sunday Only – 4 hours Resident Tutor Approval

On that day apply for leave approval is not allowed. Students can check their approval status before 3 hours of their leaving.

STUDENT IN - OUT TIMING

	Ladies Hostel	Ladies Hostel		Gents Hostel	
		ENTRY to	EXIT from	ENTRY to	
Details	EXIT from Hostel	Hostel	Hostel	Hostel	
	(MORNING) after	(EVENING)	(MORNING)	(EVENING)	
		Before	after	Before	

Regular Days	5.30 AM	6.30 PM	5.30 AM	8.00 PM
Approved cases				
with HoD's	5.00 AM	8.00 PM	5.00 AM	9.00 PM
permissions				

For Gents hostel evening entry to hostel is before 8.00 P.M

APPLY One day before

- o Working days -Department Approval
- o Holidays -Resident Tutor Approval
- o Outing on Sunday (4 Hours Only) -Resident Tutor Approval

STUDENT IN-OUT TIMING

- 1. Students can check their approval status before 3 hours of their leaving time.
- 2. If anybody enters the hostel after the approved, her Login ID will be blocked. Next approval to home will be with the parents in person visit
- 3. Daily Attendance entry time 06.30 PM to 7.45 PM. If not, fine of Rs.50/- per day.(Girls Hostel)

Details	Allowed EXIT from Hostel	Allowed ENTRY to Hostel
	(MORNING) after	(EVENING) Before
Working days	06.00 AM	06.30 PM

VISITORS

- 1. All visitors to the hostel including the parents/guardians will have to make necessary entries in the visitor's book available at the hostel entrance with the security guard.
- 2. The visit of men students to the women's hostel and vice- versa is not permitted. Parents/guardians will be allowed to visit the inmates only during visiting hours.

MESS RULES

- 1. No student is allowed to stay in the hostel without being a member of hostel.
- 2. Residents should not take the food and drinks (milk, tea, coffee & Snacks) to their room.
- 3. The mess timings are as follows and the students should strictly adhere to these timings:

Details	Start Time	End Time
Breakfast	07.15 AM	08.15 AM
Lunch	12.00 Noon	01.50 PM
Snacks	04.00 PM	06.00 PM
Dinner	06.30PM	07.45 PM

- 4. The mess rates will be calculated on the basis of the dividing system.
- 5. The quantity of food will be unlimited except in the case of special items.
- 6. Non-vegetarian will be served as extra items on specified days of the week.
- 7. In case of sudden illness, information on leaving the mess should be made available to the Hostel Office immediately and the application for mess reduction should be submitted within the next 3 days.
- 8. No student can claim mess reduction unless he/ she had intimated his / her absence in advance by applying for mess reduction in the form prescribed and signed the Mess Leaving Register at the time of his/ her leaving the mess.
- 9. Residents will be entitled for mess reduction only for N-1 days where N is the total number of days absent from the mess.
- 10. At the time of joining the mess after availing mess reduction, the students should sign the Joining Register kept in the mess.
- 11. Students on no account whatsoever will be permitted to take food outside the mess. Nor can they take mess utensils such as plate, spoon, tumblers, etc, to their rooms.
- 12. No food will be served in the rooms of the hostel for any student in their rooms.
- 13. Assist in maintaining the mess and surroundings neat and clean. No notices shall be pasted on walls. Notices put up on the notice boards should not be removed.
- 14. After eating food, diners shall leave the cup, plate, waste food etc. in the designated bins.
- 15. Students should not bring any pet animals into the mess halls or encourage such practice.

PENALTY FOR ACTS OF INDISCIPLINE

The Faculty Warden, together with the Chief Warden reserves the right to charge fine for the following acts of indiscipline, without any further enquiry or proceedings:

- 1. Use of tobacco / chewing pan / any intoxicating substance in the hostel premises
- 2. Shouting / whistling / using abusive words
- 3. Frequent late coming to the hostel even after warnings
- 4. Disobedience towards Warden / Faculty Warden / Staff Members etc.
- 5. Damaging hostel property
- 6. Use of electrical appliances, which are not allowed as per the rule
- 7. Bursting crackers or creating such avoidable noisy scenes without the Warden's Permission
- 8. Use of mobile phones / laptops etc. when they are disallowed.

3.ACADEMIC REGULATIONS

> Course registration

- Each student, on admission shall be assigned to a Faculty Advisor who shall advise / counsel the student about the details of the academic programme and the choice of course(s) considering the student's academic background and career objectives.
- Every student shall enrol for the courses of the succeeding semester, in the current semester. However, the student shall confirm the enrolment by registering for the courses within the first five working days after the commencement of the semester concerned.
- 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.
- Each student, on admission to the programme, shall register for all the courses prescribed in the curriculum in the first Semester of study (III Semester for students admitted under lateral entry stream).
- The enrolment for all the courses of the Semester II will commence 10 working days prior to the last working day of Semester I. The student shall confirm the enrolment by registering for the courses within the first five working days after the commencement of the Semester II. In case, if a student fails to register in course(s), he / she may be permitted to register the same in the subsequent semesters or when it is offered.
- The enrolment for the courses of the Semesters III to VIII will commence 10 working days prior to the last working day of the preceding semester. The student shall enrol for the courses with the guidance of the student's Faculty Advisor. If a student wishes, the student may drop

- or add courses within five working days after the commencement of the semester concerned and complete the registration process duly authorized by the Faculty Advisor.
- No course shall be offered by a Department unless a minimum of 25 students register for that course.
- 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, except for the arrear courses

> Reappearance Registration

- If a student fails in a theory course, the student shall do reappearance registration (Examination) for that course in the subsequent semesters or when it is offered next.
- On registration, a student may attend the classes for the reappearance registration courses, if
 the student wishes, and the attendance requirement (vide Clause 7.1) is not compulsory for
 such courses.
- If the theory course, in which the student has failed, is either a professional elective or an open elective, the student may register for the same professional elective or open elective course, respectively in the subsequent semesters.
- If a student is prevented from writing the end semester examination of a course or several courses due to lack of attendance, the student has to register for that / those course(s) again, when offered next, attend the classes and fulfil the requirements by attending the classes and satisfy the attendance requirements Then they can earn Continuous Assessment marks and appear for the End Semester Examination.
- If the course, in which the student has 'lack of attendance', is a Professional Elective or an Open Elective, the student may register for the same or any other Professional Elective or Open Elective course(s) respectively in the subsequent semesters and appear in the examination as per clause 5.4.5.
- If a student fails to secure a pass in any theory courses (including elective) he/she is given a maximum of three arrear attempts to complete the courses. If the student still fails to secure a pass, he/she shall register for the same when offered next and repeat the course.

> **Duration of the programme**

- The duration for the B.E. / B.Tech. degree programme shall extend over a period of 4 years (8 semesters) for the students admitted in the first semester but in any case not more than 8 years (16 semesters) and 3 years (6 semesters) for the students admitted in third semester (Lateral Entry students) and not more than 7 years (14) semesters.
- Each semester normally consists of 90 working days, including Test and Examination Days. In any contingent situation, the number of working days per semester shall not be less than 65

days. The Principal is given the discretionary powers to decide the number of working days. In such contingencies, the Principal shall ensure that every faculty member teaches the full content of the specified syllabus for the course being taught.

- 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 or prevention in order that the student may be eligible for the award of the degree.
- For the purpose of regulations, the academic year will be divided into two Semesters, the odd semester normally spanning from June to November and the even semester from December to April.
- The minimum prescribed credits required for the award of the degree shall be within the limits specified below:

Programme	Prescribed credit range	
B.E	<u>160 to 170</u>	

> Requirements for Appearing For the End Semester Examination of a Course

Attendance requirement:

- A candidate 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 and earn 100% attendance. However, in order to allow provision for certain unavoidable reasons such as medical / personal grounds / participation in sports, the student is expected to earn a minimum of 75% attendance in each course. Therefore, he/she shall secure an overall attendance not less than 80% offered in that semester taking into account the total number of periods in each course attended by the candidate as against the total number of periods in each course offered during that particular semester.
- However, a candidate who could secure attendance between 75 % and 79%_in the current semester due to medical reasons (hospitalization / accident / specific illness) or due to participation in the University / State / National / International level Sports events with prior permission from the Head of the Department concerned can get exemption from the prescribed attendance requirement and he/she shall be permitted to appear for that particular semester examinations.

> System of Examination

- Performance in each course of study shall be evaluated based on
- i) Continuous Internal Assessment Tests throughout the semester
- ii)End Semester examination at the end of the semester for the regular courses

- The end semester examination (Theory & Practical) shall be conducted for 3 hours by the Controller of examination between October to November in odd semesters and between March to April in even semesters.
- The course handling faculty should maintain an attendance and assessment record for every specified period. It should be submitted to the Head of the Department periodically for checking the syllabus coverage, record of marks and attendance of students. Then the head of the department will affix his/her signature with the date after verification of above said details. At the end of the semester the record will be verified by the head of institution who will keep the document in safe custody.
- Identity card and Hall ticket must be produced at the time of end semester examination for both theory and practical. If any student fails to produce an Identity card and hall ticket shall pay the spot fine by chief superintendent.
- Students are prohibited to enter into the examination hall / Laboratories with any book
 materials, manuscripts or papers, programmable calculators, mobile phones and any other
 communicative electronic gadgets. If any codebook or datasheets are specified in the question
 paper then it will be provided by the office of the controller of examination.
- If any student is involved in malpractice then it will be dealt with by the controller of examination to give punishment as cancelling of all examinations registered by the candidate, after investigation with college authority and the corresponding student.

The maximum marks for Continuous Assessment shall be 50 for all the courses.

> Passing Requirement for a course

Theory, Laboratory and Project course:

- A candidate who secures not less than 45 % in end semester examination and 50% altogether (internal assessment + end semester examination) for theory, laboratory and project shall be declared as pass in the examination.
- If a candidate fails to secure a pass mark in a particular subject either theory or laboratory, it is mandatory that he/she shall reappear in the next semester when examination will be conducted for that course. It is mandatory that he / she should continue to reappear for the examination till he / she secures a pass mark.
- If a student fails to secure a pass in theory courses in the current semester examination, he/she is allowed to write arrear examinations.

> Authorized break of study from a programme

Authorized break of study for a minimum period of 6 months or a maximum period of one
year as a single measure can be permitted for students who are desperately in need of break
due to any unforeseen / Emergency situation like hospitalization / Accidents / Other medical
reasons like need of health care etc., However, as a special case and based on valid reasons,

Principal shall extend the Authorized break of study for a student to a maximum of one more year in addition to the earlier approval.

- In such requirements, students need to get proper approval from the Head of the Department and Principal by producing necessary evidence well before the last date of registration of the Semester examination of that period. However, if a student detained for want of minimum attendance as per the prescribed norms will not be considered as "Authorized Break of Study"
- Authorized Break of Study will be accounted for in the maximum duration allowed for passing all the courses and also for the purpose of classification of degree.
- The students can rejoin after the Permitted break / Prevention due to lack of minimum attendance shall adhere to the regulation and curriculum in force at the time of readmission. Such students who joined in the new regulation and curriculum shall apply to the Principal through the concern Head of the department about the additional / Equivalent courses available in the New curriculum well in advance during the start of readmitted semester itself to bridge the gap between New and Old Curriculum.

> Mandatory zero credit courses

Each student should undergo 4 mandatory zero credit courses. They should select two from cocurricular courses and two from extracurricular events listed in the clause 16.1 and 16.2

4 Co-curricular courses

- Industrial Training / In-Plant Training
- Every student is expected to undergo Industrial Training / In-plant Training during the Summer / Winter vacation / Semester holidays of 7 days duration after getting approval from the Head of the department / Principal. The duration of the training should be minimum of seven working days. After completion of the In-plant training, the student needs to submit the report to the Department.
- The Head of the department shall form a committee which comprise of senior faculty members and Placement coordinator of the department to evaluate the report.

• Competitions and paper presentations

• The student can participate in any national level hackathon or any other competitions pertaining to co- curricular activity. Students should also present papers in national conferences or in symposiums .Along with the participation, they are required to win prizes to satisfy clause 13.3.

• Value Added Courses

Value added Courses / Add – On Courses are introduced to the students from second year of
the program itself. The course plan for Value added course is made such that it will help to
bridge the gap between the Curriculum and the industrial requirements, if any. The course
plan and course content need to be approved by Board of Studies. It is mandatory for a

student to attend one value added courses during the programme period to earn a total of two credits per course. Each course will be designed in such a way that the duration of the course will be 30 hours.

• Industrial Visit

Every student shall undergo one Industrial visit in an academic year. The department can plan
for the industrial visit while framing the academic calendar and should be approved by the
Principal. Students can be given ON Duty if they are visiting industry during working days.
The Head of the department shall ensure that the students and faculty members are following
the Set of Procedure for Industrial visit prescribed by the Institution.

Extracurricular personality development courses and activities

Every student admitted can enrol in any one of the Personality and Character development programmes within the first 30 working days of First semester / Third Semester (for Lateral Entry Students). To satisfy clause 13.3 the Personality and Character development programmes with the following credentials need to be fortified by the students.

- 1. 30 hours of training with certificate in NSS
- 2. 30 hours of training with certificate in NCC
- 3. 30 hours of training with certificate in YRC
- 4. 30 hours of training with certificate in RRC
- 5. 30 hours of training with certificate in YOGA
- 6. 30 hours of training with other language courses
- 7. Games / Sports activities with prizes at national level
- 8. Culturals with prizes at national level

Every Programme shall have its own Faculty coordinator who will decide the number of activities to be conducted in a semester with the approval from Principal. Students can be a member of the programme until the completion of fourth semester. It is mandatory for a student to secure attendance before fourth semester under any one of the Personality and Character development programme to claim it as an equivalent one credit additional course. This attendance for training / participation shall be approved by the concerned Programme coordinator and the Head of the Department of the respective student and submitted to the Controller of Examinations in the format prescribed by COE.

Online Courses

Credits can be transferred for open electives when a student may register and attend the 12 weeks NPTEL online courses which are suggested by the concerned department. The certificate obtained from NPTEL shall be submitted to the Controller of Examinations through the Head of the Department of the respective student in the format prescribed by COE. This NPTEL Course can be completed from third semester to 8 semester 3 Credits for 12 weeks NPTEL course will be awarded.

Before registration the students should get the approval from NPTEL co-ordinator of the college and the same should be submitted to the CoE office.

The following grade system will be transferred from NPTEL courses:

particular	Letter	Grade	Connotation
	Grade	Points	
Topper	О	10	Outstanding
Gold	A+	9	Excellent
Silver	A	8	Very good
Elite	B+	7	Good
On successful	В	6	Average
completion of the course			

> Malpractice in Examinations

If any student is found to be indulged in Malpractice in any of the Internal assessment examinations or the Semester Examination, He / She will be liable for punitive action as prescribed by the Institution or University from time to time.