

ACADEMIC REGULATIONS

REGULATIONS 2023

CHOICE BASED CREDIT SYSTEM

B.E. / B.Tech . Degree (8-Semester) Full-time Programme



VIVEKANANDHA COLLEGE OF ENGINEERING FOR WOMEN

(An Autonomous Institution Affiliated to Anna University - Chennai)

Approved by AICTE, New Delhi, Accredited with NAAC A++ and ISO 9001:2015

Certified)

Elayampalayam, Tiruchengode – 637 205, Namakkal District, Tamilnadu.



PRINCIPAL,
**VIVEKANANDHA COLLEGE OF
ENGINEERING FOR WOMEN**

(Autonomous)

ELAYAMPALAYAM - 637 205

Tiruchengode, Tamil Nadu.

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CHOICE BASED CREDIT SYSTEM



B.E. / B.Tech. Degree (8-Semester) Full-time Programme

REGULATIONS 2023

Degree of Bachelor of Engineering / Bachelor of Technology

The following regulations are applicable to the students who admitted to B.E. / B.Tech. Degree Programmes in the Institution from the Academic Year 2023 – 2024 onwards.

1. Preliminary Definitions and Nomenclature

- i. **Programme:** Programme means B.E. /B.Tech. Degree Programme.
- ii. **Discipline:** Discipline means specialization or branch of B.E./B.Tech. Degree Programme, like Computer Science and Engineering, Information Technology, etc.
- iii. **Course:** Course means a Theory or Practical subject that is normally studied in a semester like Engineering Physics, Programming for Problem Solving etc.
- iv. **Academic Year:** Two consecutive (one odd + one even) semesters constitute one academic year.
- v. **Choice Based Credit System (CBCS):** The CBCS provides choice for students to select from the prescribed courses (Humanities and Social Sciences, Basic Sciences, Engineering Sciences, Professional Core, Professional Electives, Open Electives and Employability Enhancement Courses).
- vi. **Credit:** It is a unit by which the course work is measured. It determines the number of hours of instructions required per week.
- vii. **Credit Point:** It is the product of grade point and number of credits for a course.
- viii. **Semester Grade Point Average (SGPA):** It is a measure of performance of work done in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the total course credits taken during that semester. It shall be expressed up to two decimal places.
- ix. **Cumulative Grade Point Average (CGPA):** It is a measure of overall cumulative performance of a student in all semesters. The CGPA is the ratio of total credit points secured by a student in various courses in all semesters and the sum of the

total credits of all courses in all the semesters. It is expressed up to two decimal places.

- x. **First Attempt:** If a student has completed all formalities and become eligible to attend the examinations and has attended at least one head of passing, such attempt (first sitting) shall be considered as first attempt.
- xi. **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.
- xii. **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by letters **O, A⁺, A, B⁺, B, C and U.**
- xiii. **Grade Sheet:** Based on the grades earned, a grade sheet shall be issued to all the registered students after every semester. The grade sheet will include the course details (code, title, number of credits, grade secured) along with SGPA of that semester and CGPA earned till that semester.
- xiv. **Head of the Institution (HI):** He / She is the Principal of the Institution who is responsible for all the academic activities of that Institution and for implementation of relevant rules of this Regulation.
- xv. **Controller of Examinations (CoE):** He / She is an authority of the Institution who is responsible for all activities of the End Semester Examinations (ESE) of the Institution.
- xvi. **Head of the Department (HoD):** He / She is the Head of the Discipline concerned.
- xvii. **Institution:** Institution means Vivekanandha College of Engineering for Women.
- xviii. **University:** University means Anna University, Chennai.

2. Programme offered and Admission Procedure

2.1 Programme offered

- i. B.E. (Computer Science and Engineering)
- ii. B.E. (Electrical and Electronics Engineering)
- iii. B.E. (Electronics and Communication Engineering)
- iv. B.Tech. (Information Technology)
- v. B.Tech. (Biotechnology)
- vi. B.E.(Biomedical Engineering)
- vii. B.E.(Computer Science and Technology)

2.2 Admission Procedure

2.2.1 Regular Admission

The students seeking admission to the first semester of the 8 semesters in Bachelor of Engineering and Bachelor of Technology programmes should satisfy the rules fixed by the affiliating University and Directorate of Technical Education, Chennai.

2.2.2 Lateral Entry Admission

The students who possess the Diploma in Engineering / Technology awarded by the State Board of Technical Education, Tamil Nadu or its equivalent are eligible to apply for Lateral Entry admission to the third semester of B.E. / B.Tech. in the programme as per the rules fixed by Government of Tamilnadu.

3. Duration of the Programme

3.1 A student is normally expected to complete the B.E. / B.Tech. Programme in 8 semesters (for HSC Students) and 6 semesters (for Lateral Entry Students) but in case not more than 14 semesters for HSC (or equivalent) and not more than 12 semesters for Lateral Entry students.

3.2 Each semester shall have a minimum of 75 working days. The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus covering the full content of the syllabus for the course being taught.

3.3 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 period as specified in Clause 3.1, irrespective of the period of break of study or prevention, in order that she may be eligible for the award of the Degree.

4. Structure of the Programme

4.1 Categorization of Courses

Every B.E. / B.Tech. Programme will have a curriculum with syllabi consisting of theory and practical courses that shall be categorized as follows:

- i. **Humanities, Social Sciences and Management (HSMC)** courses include Technical English, Employability Skills, Professional Ethics and Human Values, Communication skills, Heritage of Tamils, Tamils and Technology, etc.
- ii. **Basic Sciences (BSC)** courses include Mathematics, Physics, Chemistry, Biology, etc.

- iii. **Engineering Sciences (ESC)** courses include Engineering practices, Engineering Graphics, Basics of Electrical / Electronics / Civil / Mechanical / Computer Engineering, etc.
- iv. **Professional Core (PCC)** courses include the core courses relevant to the chosen specialization/branch of study.
- v. **Professional Elective(PEC)** courses include the core courses relevant to the chosen specialization/ branch.
- vi. **Open Elective (OEC)** courses include the courses offered by a branch to other branches, from the list specified in the respective curriculum of B.E. / B. Tech. programmes.
- vii. **Employability Enhancement Courses (EEC)** include Project Work and/or Internship, Seminar, Professional Practices, Case Study and Industrial/Practical Training etc.,
- viii. **Mandatory Courses (MC)** include the courses such as Induction Training, Environmental Science and Engineering, Indian Constitution, Verbal Ability, Numerical Ability etc.
- ix. **One Credit Courses (OCC)** include the courses relevant to the chosen specialization /branch of study.
- x. **Self Study Courses (SSC)** include the courses relevant to the chosen specialization /branch of study.
- xi. **Online Courses (OC)** include the courses relevant to the chosen specialization /branch of study.
- xii. **Additional Courses (AC)** include the courses relevant to the chosen specialization /branch of study.
- xiii. **Career Track Courses (CTC)** include the courses relevant to the chosen career.

4.2 Credit Assignment

Each course is assigned certain number of credits based on Table 1.

Table 1 – Credit Assignment

Contact period per week	Credits
1 Lecture Period	1
1 Tutorial Period	1
2 Laboratory Periods (also for Seminar / Project Work / Case Study etc.)	1

The minimum prescribed credits required for the award of the Degree shall be within the limits specified below:

Programme	Prescribed Credits
B.E. / B.Tech.	160 to 165

- 4.3 Board of Studies of concerned discipline will choose the convenient credit pattern for every course based on the requirement.
- 4.4 Curriculum of a semester shall normally have a blend of Lecture Courses and Laboratory Courses. In addition, Employability Enhancement Course(s) may also be included. Each course may have credits assigned as per Clause 4.2. However, the total number of courses per semester shall not exceed 12 (including EEC).
- 4.5 The number of credits to be earned for the successful completion of the Programme shall be as specified in the curriculum of the respective specialization of the Undergraduate Programme.
- 4.6 The curricula and syllabi of all the Undergraduate Programmes shall be approved by the Academic Council of the Institution.

5. Course Registration

- i. Each student has to register for all courses to be undergone in the curriculum of a particular semester. The registration details of the student shall be approved by the HoD and forwarded to the CoE. This registration is for undergoing the courses as well as for writing the End Semester Examinations.

ii. Advancement of Courses

The student who completed their final semester theory courses in advance, shall be permitted to carry out their final semester project at Industry / Research Organization/ Higher Education Institutions subject to the approval of HI.

Conditions:

1. The students shall complete their 8th semester courses other than project work in the 6th and 7th semesters.
2. They do not have current arrears and have a CGPA of 7.50 and above at the end of 4th semester.

iii. Self Study Courses

- a. The Department may offer self study courses. Students may be permitted to credit at most one Self Study course with the approval of Board of Studies and Academic

Council. A student will be permitted to register for such Self Study courses only if they do not have any standing arrear and subject to the approval of the Head of the Institution.

- b. The purpose of the self study course is to permit the student to choose a course/ topic based on the student's choice. The students shall study Self Study courses themselves under the guidance of a faculty member. No formal lectures are needed. The syllabus of the course and mode of assessments shall be approved by the Board of Studies and the formal approval of the course by the Academic Council is needed, preferably before the commencement of the semester. The self study course with 3 credits can be considered as one elective course. One Faculty member who is deputed by the Head of the Department shall be responsible for the periodic monitoring and evaluation of the course.
- c. The course shall be evaluated through continuous assessment (as decided by the Departmental Advisory Board and Board of Studies) and end semester examination. The evaluation methodology shall be the same as that of a theory course.
- d. List of self study courses will be taken by the students is not included in Professional Core, Professional Electives, Open Electives or Mandatory Courses.

iv. One Credit Courses

- a. One credit courses shall be offered by the respective department through the centre of excellence or industry with the prior approval of Board of Studies and Academic Council. The syllabus of the course and mode of assessments shall be approved by the Board of Studies and the formal approval of the course by the Academic Council is necessary, preferably before the commencement of the semester. Students can take three one credit courses. The credits earned through the one credit courses can be considered as one elective course.
- b. Students shall be allowed to take one credit courses offered in other Departments with the permission of Head of the Department who is offering the course.

v. Mandatory Courses

- a. In addition to credit courses, it is recommended that there should be Mandatory Course (non-credit course) from First year of Engineering/Technology. The student will be awarded grade for Mandatory Course. Mandatory Courses can help the student to get awareness of different issues which make impact on human lives and enhance their skill sets to improve their employability. List of mandatory courses offered in each semester is provided in curriculum.

- b. In case of failure in the Mandatory Course, that will be treated as arrear and she will not be permitted to withdraw the course.

vi. Online Course

- a. Students may be permitted to pursue Online Courses (which are provided with certificate) with the approval of Board of Studies and Academic Council, subject to a maximum of three credits. Online Course of 3 credits can be considered instead of one Elective Course.
- b. List of online courses will be taken by the students is not included in Professional Core, Professional Electives, Open Electives and Mandatory Courses.
- c. On successful completion of the course, she has to submit the digitally signed/verified certificate to the Head of the Department. Based on the recommendation by the Department Advisory Board, the student will be awarded grades which will be included in the calculation of CGPA.

5.1 The medium of instruction is English for all courses, examinations, seminar presentations, mini project and project / thesis reports. For Heritage of Tamils & Tamils and Technology courses, medium of instruction is either English or Tamil.

5.2 Flexibility to Add or Drop courses

- i. A student has to earn the total number of credits specified in the curriculum of the respective Programme of study in order to be eligible to obtain the degree. However, if the student wishes, then the student is permitted to earn more than the total number of credits prescribed in the curriculum of the student's programme.
- ii. From the III to VIII semesters, the student has the option of registering for adding courses. Total number of credits of such courses cannot exceed 3.
- iii. The student shall register for the project work in the 8th semester only.
- iv. From III to VIII semesters, the student has the option of dropping existing courses in a semester during course registration with the approval of the Department Advisory Board. Total number of credits of such courses shall not exceed 6 per semester.

5.3 Reappearance Registration

- 5.3.1 If a student fails in a theory course, the student shall do registration for that course in the subsequent semester.
- 5.3.2 The student who fails in any Laboratory Course/Project work/Seminar and any other EEC course shall register for the same in the subsequent semester.

6. Requirements for appearing for the End Semester Examination of a course

A student who has fulfilled the following conditions (vide clause 6.1 and 6.2) shall be deemed to have satisfied the requirements for completion of a semester:

- 6.1 Ideally, every student is expected to attend all classes and secure 100% attendance. However, in order to give provision for certain unavoidable reasons such as medical / participation in sports / personal, the student is expected to attend at least 75% of the classes during any semester commencing from first semester. Therefore, she shall secure an overall attendance not less than 75% (after rounding off to the nearest integer).
- 6.2 However, a student who secures an overall attendance between 65% and 74% in that 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 examinations, subject to the condition that the student shall submit the medical certificate / sports participation certificate attested by the Head of the Department. The same shall be forwarded to the CoE.
- 6.3 The following activities shall be considered for the award of attendance (On Duty Leave):
- Sports and Games: TIES, Inter collegiate, Inter Zonal, Inter University, State level, National level and Open Tournaments
 - Medical Emergency
 - Seminar / Symposia Paper presentation / Quiz
 - Value added courses / Specialized training programme (Limited period)
 - Institutional Association activities
 - Projects in Industries/Organization
 - Placement activities

The students those who are good in curriculum progress ONLY be considered for the grant of under co-curricular / extra-curricular activities by the competent authorities.

- 6.4 A student shall normally be permitted to appear for End Semester Examination of the course if the student has satisfied the attendance requirements (vide Clause 6.1 & 6.2) and has registered for examination in those courses of that semester by paying the prescribed fee.
- 6.5 Students who do not satisfy clause 6.1 and 6.2 and who secure less than 65% 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 norms.

- 6.6 In the case of reappearance registration for a course (vide Clause 5.3), the attendance requirement as mentioned in Clauses 6.1 & 6.2 is not applicable. However, the student has to register for examination in that course by paying the prescribed fee.
- 6.7 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.

7. Class Advisor

There shall be a Class Advisor for each class from the first semester till the end of the Programme. The Class Advisor will be one among the course instructors of the class. He / She will be appointed by the concerned Head of the Department. The Class Advisor is the ex-officio member and the convener of the Class Committee. The responsibilities of the Class Advisor are:

- To act as the channel of communication between the Head of the Department and the students of the respective Class.
- To collect and maintain various statistical details of the students.
- To help the chairperson of the class committee in planning and conduct of the class committee meetings.
- To monitor the academic performance of the students including attendance and to inform the class committee.
- To monitor the student's activities / achievements like awards, medals, scholarships, industrial visits, etc.

8. Course Committee for Common Courses

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

9. Class Committee

9.1. Every class shall have a class committee consisting of teachers of the class concerned, student representatives and a chairperson, who is not teaching the class. 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 degree programme and the details of rules therein particularly (clause 3 and 6).
- Informing the academic schedule including the dates of assessments and the syllabus coverage for each assessment.
- Informing the details of Regulations regarding weightage used for each assessment. In the case of practical courses (laboratory / drawing / project work / seminar etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.

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

9.3 The chairperson of the class committee may invite the class advisor and the Head of the Department to the class committee meeting.

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

9.5 The chairperson is required to prepare the minutes of every meeting, submit the same to the Head of the Institution within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are some points in the minutes requiring action by the management, the same shall be brought to the notice of the Management by the Head of the Institution.

9.6 During these meetings the student members representing the entire class, shall meaningfully interact and express the opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

10. System of Examination

10.1 Performance in each course of study shall be evaluated based on (i) Continuous Assessments (CA) throughout the semester (ii) End Semester Examinations (ESE).

10.2 Each course such as Theory and Practical shall be evaluated for a maximum of 100 marks in ESE. The marks scored by the students in ESE should be greater than or equal to 45 out of 100 and the total marks (CA + ESE) should be greater than or equal to 50. However, the Internship training and Summer Project, Technical Report Writing/Communication Skill Laboratory, One credit Courses, Mandatory Courses,

Online Courses and Mini project shall carry 100 marks and shall be evaluated through CA only. Project Work or Mini project may be allotted to a group of 2 to 4 students.

- 10.3 The ESE for Theory and Practical courses of 3 hours duration shall ordinarily be conducted between October - December and April - June during the odd and even semesters respectively.
- 10.4 The ESE for Project Work shall consist of evaluation of the final report submitted by the student or students of the project group (not exceeding 4 students) by an External Examiner followed by a Viva-Voce Examination conducted separately for each student by a committee consisting of an External Examiner, an Internal Examiner and the Supervisor of the project group.
- 10.5 The Internal and External Examiners for the ESEs in theory / practical courses, including Project Work shall be appointed by the Controller of Examinations from the panel of examiners submitted by the HoD concerned.
- 10.6 ESE Question paper patterns for B.E. / B.Tech. Degree programme are enclosed in Annexure-II, Annexure – III, Annexure –IV and Annexure – V.

11. Procedure for Awarding Marks for Internal Assessment

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

11.1 Theory Courses

Assessment and evaluation processes happen in a continuous mode. However, for reporting purposes, a semester is divided into 3 discrete components identified as Internal Assessment 1 (IA1), Internal Assessment 2 (IA2) and Internal Assessment 3 (IA3).

1. The apportioning of IA1 for 50 marks shall be as follows:
 - a) 40 marks for Term Test
 - b) 10 marks for Seminar Presentation / Field Trip / Assignment / Online Quiz Test / Model Development / Paper Publication
2. The apportioning of IA2 for 50 marks shall be as follows:
 - a) 40 marks for Term Test
 - b) 10 marks for Seminar Presentation / Field Trip / Assignment / Online Quiz Test / Model Development/ Paper Publication
3. The apportioning of IA3 for 50 marks shall be as follows:
 - a) 40 marks for Term Test (Open Book Test)

- b) 10 marks for Seminar Presentation / Field Trip / Assignment / Online Quiz Test / Model Development/ Paper Publication

The total (IA1 + IA2 + IA3) marks out of 150 shall be reduced for 40 marks.

40 % weightage is given for internal assessments and 60% weightage for end semester theory examinations.

11.2 Laboratory Courses

Every practical exercise / experiment shall be evaluated based on the performance of the student as follows:

- i. Pre – lab 10%
- ii. Implementation and output 70%
- iii. Post – lab 20%

The total marks for all the experiments are reduced for 60 marks.

60 % weightage is given for internal assessments and 40% weightage for end semester practical examination.

11.3 Theory Courses with Laboratory Component/Laboratory Courses with Theory Component

S.No.	Category of Courses	Continuous Assessment		End Semester
		Assessment for Theory (T)	Assessment for Laboratory (L)	
1	Theory Integrated with Practical	30 (T)	20 (L)	50 (T)
2	Practical Integrated with Theory	20 (T)	30 (L)	50 (L)

50 % weightage is given for internal assessments and 50% weightage for end semester examinations.

11.4 Project Work / Mini Project / Project Phase I

- i. For Project work out of 100 marks, the maximum marks for Continuous Assessment is fixed as 60 and the End Semester Examination (project report evaluation and viva-voce examination) carries 40 marks. Project work may be assigned to a single student or to a group of students not exceeding 4 per group.
- ii. There shall be two assessments during the semester by a review committee. The student shall make presentation on the progress made before the committee. The Head of the Department shall constitute 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 two Reviews shall be 60 marks.

- iii. The student(s) is/are 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 the external examiner, the guide of the project group and an internal examiner. The Internal and External Examiner shall be appointed by the Controller of Examinations from the Panel of Examiners submitted by the Head of the Department. 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 Examinations (40 Marks)			
Review I		Review II		Report Evaluation	Viva - Voce (30 Marks)		
Review Committee (excluding guide)	Guide	Review Committee (excluding guide)	Guide	External Examiner	Internal Examiner	External Examiner	Guide
20	10	20	10	10	10	10	10

- iv. If a student fails to appear for the Viva-Voce Examination after submitting the report on Project Work on the date, she will be marked as absent for the Project Work. Such student has to register again and clear the Project Work in a subsequent semester. Failure / absence in the final Viva-Voce examination results in re-registration of the Project Work.

For the Project Work / Internship and Laboratory Courses, absolute grading procedure shall be followed.

11.5 Internship Training

- i. Internship Training duration should be 4 to 6 weeks. It should be organized by the Head of the Department for every student. At the end of Internship Training, the student shall submit a certificate from the organization where she has undergone the training.

- ii. The Internship Training shall carry 100 marks and the evaluation scheme is as follows:
- The internship should be evaluated as 50 marks for internship training and certification.
 - Another 50 marks for report and viva voce.
- iii. The evaluation will be conducted internally by a three member committee constituted by the Head of the Department. Copy of the Internship Training Certificate (issued by the Organization) submitted by the student shall be attached to the mark list.

11.6 Self Study Course/ Additional Course

The Faculty member allotted by the Head of the Department shall be responsible for periodic monitoring and evaluation of the course. The course shall be evaluated through Continuous Assessment and End Semester Examination (ESE). The evaluation methodology shall be the same as that of a theory course.

11.7 One Credit Course/Mandatory Course

One credit course/Mandatory Course shall carry 100 marks and shall be evaluated through **continuous assessments only**. Two Assessments for One credit course and three Assessments for Mandatory Course shall be conducted during the semester by the Department concerned. The Head of the Department may identify a faculty member as coordinator for the course. A committee consisting of the Head of the Department, course coordinator and a Senior Faculty member nominated by the Head of the Department shall monitor the evaluation process. The grades shall be assigned to the students by the above committee based on their performance.

- 11.8** In case a student misses the assessment due to medical reasons (hospitalization / accident / specific illness) or due to participation in the College / University / State / National / International level Sports events with prior permission from the Head of the Institution a reassessment may be given.

If a student remains absent for all the Internal Assessment tests conducted, the Internal Assessment Marks is considered as AB and shall be marked as zero for the course against the registration number of the student in the internal marks sheet submitted to the Controller of Examinations by the Head of the Department.

11.9 Attendance and Assessment Record

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' which consists of attendance marked in each lecture or practical or project work class, the record of class work (topics covered) and the test marks separately for each course. This should be submitted to the Head of the Department periodically (at least three times in a semester) for checking the syllabus coverage and the records of test marks and attendance. The Head of the Department will sign after due verification. At the end of the semester, the record shall be verified by the Internal Quality Assurance Cell(IQAC) of the Institution. The Head of the Department will keep this document under safe custody (for three years). The inspection or audit team appointed by the IQAC, University and Accreditation body may inspect the records of attendance and assessment of both current and previous semesters.

12. Award of Letter Grades and Grade Points, Performance Analysis Committee, Passing Requirements and Grade Sheet

12.1 Award of Letter Grades and Grade Points

The award of letter grades will be decided based on relative grading principle. The relative grading is applicable to ONLY those students who have passed the examination as per the passing requirements enumerated below. For those students who have not passed the examination, Reappearance (U) shall be awarded as shown in the below Table.

For those students who have passed the course, the relative grading shall be done. The marks of those students who have passed only shall be inputted in the AURG (Anna University Relative Grading System) software developed for relative grading. For a given course, if the students' strength is greater than 30, the relative grading method shall be adopted. However, if the students' strength is less than or equal to 30 then the fixed grading shall be followed with the grade range as specified below.

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

The performance of a student shall be reported using letter grades, each carrying certain points as detailed below:

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

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

‘SA’ denotes shortage of attendance and hence prevented from writing the end semester examinations. ‘SA’ will appear only in the result sheet.

“U” denotes that the student has failed to pass in that course.

“WD” denotes **withdrawal** from the exam for the particular course.

The grades U and WD will figure both in the Grade Sheet as well as in the Result Sheet. In both cases, the student has to appear for the End Semester Examinations.

If the grade U is given to **Theory Courses/ Laboratory Courses**, it is **not required to satisfy** the attendance requirements, but has to appear for the end semester examination and fulfill the passing requirements to earn a pass in the respective courses.

If the grade U is given to **EEC (except Project Work)**, which are evaluated only through **internal assessment**, the student shall register for the course again in the subsequent semester, fulfill the passing requirements to earn pass in the course. However, attendance requirement need not be satisfied.

12.2 Performance Analysis Committee

The Performance Analysis Committee chaired by the Head of the Institution and consisting of the Controller of Examinations and all the Heads of the Department will, by collective wisdom ensure that the clustering and differentiation of students are made in a reasonable manner for each course separately.

12.3 Passing Requirements

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

12.3.2 If a student fails to secure a pass in a theory course / laboratory course, 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 third attempt onwards if a student fails to obtain pass marks (IA + End Semester Examination), then the student shall be declared to have passed the examination if she secures a minimum of 50% marks prescribed for the end semester examinations alone.

12.4 Grade Sheet

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

- i. The list of courses enrolled during the semester and the grades scored.
 - ii. The Grade Point Average (GPA) for the semester.
 - iii. The Cumulative Grade Point Average (CGPA) of all courses enrolled from first semester onwards.
- GPA for a semester is the ratio of the sum of products of the number of credits acquired for courses and their corresponding grade points to the sum of the number of credits acquired for all the courses in the semester.
 - CGPA will be calculated in a similar manner by considering all the courses registered from the first Semester “U” and “SA” grades will be excluded for calculating GPA and CGPA.

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

Where

C_i – the credits assigned to the course

GP_i – the point corresponding to the grade obtained for the given course

n – 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

13. Valued Answer Scripts review by the students

All the students are allowed to review their valued answer scripts with the faculty in-charge of the course on the specified date. Any discrepancies in the valuation can immediately be brought to the notice of the Controller of Examinations.

14. Revaluation

A student can apply for revaluation of the student's semester examination answer script in a theory course after review of valued answer scripts by the students on payment of a prescribed fee along with prescribed application to the CoE through the Head of the Department. Revaluation is not permitted for laboratory course and project work.

15. Review

If the student is not satisfied with the revaluation results, the following procedure will be followed for review:

- i. Only candidates who have applied for the Revaluation of the answer script are eligible for applying review.
- ii. The application for review should be forwarded by the Principal along with the requisition of the student with proper justification of the respective faculty member and head of the department.
- iii. If a candidate gets higher grade in review, the higher grade will be declared as the final grade. Only such candidates are eligible for refund of review fee.

16. Eligibility for Award of the Degree

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

- i. Successfully gained the required number of total credits as specified in the curriculum corresponding to the student's programme within the stipulated time.
- ii. Successfully completed the course requirements, appeared for the End-Semester examinations and passed all the courses prescribed in all the 8 semesters within a maximum period of 7 years reckoned from the commencement of the first semester to which the student was admitted.
- iii. Successfully passed any additional courses prescribed by the Academic Council for readmission.
- iv. No disciplinary action pending against the student.

17. Classification of the Degree awarded

17.1 FIRST CLASS WITH DISTINCTION

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

- Should have passed the examination in all the courses of all the eight semesters (6 semesters in the case of Lateral Entry) in the student's First Appearance within **five years**. Withdrawal from examination will not be considered as an appearance.
- Should have secured a CGPA of not less than **8.50**.
- One year authorized break of study (if availed of) is included in the five years for award of First class with Distinction.
- Should NOT have been prevented from writing end semester examination due to lack of attendance in any semester.

17.2 FIRST CLASS

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

- Should have passed the examination in all the courses of all eight semesters (6 semesters in the case of Lateral Entry) **within five years**.
- One year authorized break of study (if availed of) or prevention from writing the End Semester examination due to lack of attendance (if applicable) is included in the duration of five years (four years in the case of lateral entry) for award of First class.
- Should have secured a CGPA of not less than **6.50**.

17.3 SECOND CLASS

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

17.4 A student who is absent in End Semester Examination in a course / project work after having registered for the same shall be considered to have appeared in that examination (except approved withdrawal from end semester examinations) for the purpose of classification.

18. Provision for withdrawal from End Semester Examination

18.1 A student, for valid reasons, (medically unfit/unexpected family situations / sports approved by HoD and Head of Institution) may 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 CoE through HoD with required documents.

18.2 Withdrawal application shall be considered if the student is eligible to write the Examination. It is made within TEN working days before the commencement of the end semester examination.

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

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

18.5 Withdrawal is permitted for the end semester examinations only.

19. Industrial visit

Every student can choose to go for one Industrial Visit every year starting from the second year of the Programme, subject to a minimum of 1 Industrial visit during the programme. The Head of Departments shall ensure that necessary arrangements are made in this regard. The faculty advisors are requested to maintain records of their students.

20. Provision for authorized break of study

20.1 A Student is permitted to go on break of study for a maximum period of one year either as two breaks of one semester each or a single break of one year.

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

20.3 The students permitted to rejoin the programme after break of study / prevention due to lack of attendance, shall be governed by the Curriculum and Regulations in force at the time of rejoining. The students rejoining in new Regulations shall apply to the CoE in the prescribed format through Head of the Department at the beginning of the readmitted semester itself for prescribing additional/equivalent courses, if any, from any semester of the regulations in-force, so as to bridge the curriculum in-force and the old curriculum.

20.4 The total period for completion of the programme reckoned from, the commencement of the first semester to which the student was admitted shall not exceed the maximum period specified in clause 3.1 irrespective of the period of break of study in order that the student may be eligible for the award of the degree (vide clause 16).

- 20.5** In case there is any period of break of study more than the permitted duration of break of study, the student shall be permitted to continue the programme only if the approval is obtained from the Head of Institution through the concerned HoD before the end of the semester in which the student has taken break of study.
- 20.6** If a student has not reported to the department for a period of two consecutive semesters without any intimation, the name of the student shall be deleted permanently from the college enrollment. Such students are not entitled to seek readmission under any circumstances.
- 20.7** If the student has not reported back to the department, even after the extended Break of Study, the name of the student shall be deleted permanently from the college enrollment. Such students are not entitled to seek readmission under any circumstances.

21. Personality and Character Development

All students shall enroll, on admission, in any one of the personality and character development programme (like the NSS / UBA / RRC) and undergo training and attend a camps as prescribed by the respective officers / coordinators. The training shall include classes on hygiene and health awareness and also training in first-aid.

- i. **National Service Scheme (NSS)** will have social service activities in and around the Institution.
- ii. **Unnat Bharat Abhiyan(UBA)** will have activities to develop the rural areas.
- iii. **Red Ribbon Club (RRC)** will empower the students by giving information about Life Skills, Campaigns and awareness programmes.

22. B.E. / B. Tech. (Hons) Specialisation in the same discipline, B.E. / B. Tech. (Hons) and B.E. / B. Tech. minor in other Specialisation.

(i) B.E./ B.Tech. Honours (specialisation in the same discipline):

- a. The student should have earned additionally a minimum of 18 credits from a vertical of the same programme.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum CGPA of 7.50.

(ii) B.E / B.Tech. Honours:

- a. The students should have earned additionally a minimum of 18 credits from more than one vertical of the same programme.
- b. Should have passed all the courses in the first attempt.
- c. Should have earned a minimum CGPA of 7.50.

(iii) B.E./B.Tech. (minor in other specialisation)

- a. The student should have earned additionally a minimum of 18 credits in any one of the verticals of other B.E./B.Tech programmes.

- 22.1 Students can earn maximum of 6 credits in online mode (SWAYAM platform), out of these 18 credits.
- 22.2 B.E./ B. Tech. (Hons) Specialisation in the same discipline, B.E / B.Tech. Honors and B.E./B.Tech. Minor in other specialisation degree will be optional for students.
- 22.3 For the categories 22 (i) to 22 (ii), the students will be permitted to register the courses from V Semester onwards provided the marks earned by the students until III semester should be of CGPA 7.50 and above and cleared all the courses in the first attempt.
- 22.4 For the category 22 (iii), the students will be permitted to register the courses from Semester V onwards provided the marks earned by the students until Semester III should be of CGPA 7.50 and above.
- 22.5 If a student decides not to opt for Honours, after completing certain number of additional courses, the additional courses studied shall be considered instead of the Professional Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of Professional Elective courses required as per the curriculum, the courses with higher grades shall be considered for the calculation of CGPA. Remaining courses shall be printed in the mark sheet, however, they will not be considered for calculation of CGPA.
- 22.6 If a student decides not to opt for Minor, after completing certain number of courses, the additional courses studied shall be considered instead of Open Elective courses which are part of the curriculum. If the student has studied more number of such courses than the number of open electives required as per the curriculum, the courses with higher grades shall be considered for calculation of CGPA. Remaining courses shall be printed in the mark sheet, however, they will not be considered for calculation of CGPA.

CLASSIFICATION OF DEGREE

First Class with Distinction

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits above the requirement of curriculum (iv)	CGPA (v)	Pass in (vi)	Break of study(vii)	Prevention due to lack of attendance	Withdrawal from writing end semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years	-	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. Lateral Entry	3 years	4 years	-	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

[Signature]

**PRINCIPAL,
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(Autonomous)

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TAMIL NADU

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits above the requirement of curriculum (iv)	CGPA (v)	Pass in (vi)	Break of study(vii)	Prevention due to lack of attendance	Withdrawal from writing end semester examination (viii)
B.E./B.Tech. (Honours) Specialisation in the same discipline	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular, respectively)	18 credits from any one vertical of the same programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. (Honours)	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from more than one verticals of the same programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. minor in other specialisation	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from any one vertical of the other programme	8.50	First attempt	One year authorised break of study included in the Duration permitted (iii)	Not permitted	Will not be considered as an attempt

First Class

Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits (iv)	CGPA (v)	Pass in (vi)	Break of study(vii)	Prevention due to lack of attendance	Withdrawal from writing semester examination (viii)
B.E./B.Tech. (Regular)	4 years	5 years	-	6.50	-	One year authorised break of study included in the Duration permitted(iii)	Included in the Duration permitted (iii)	-
B.E./B.Tech. Lateral Entry	3 years	4 years	-	6.50	-	One year authorised break of study included in the Duration permitted(iii)	Included in the Duration permitted (iii)	-
B.E./B.Tech. (Honours) Specialisation in the same discipline	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from any one vertical of the same programme	7.50	First attempt	One year authorised break included in the Duration permitted(iii)	Not permitted	Will not be considered as an attempt


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Degree (i)	Duration of programme (ii)	Duration permitted (iii)	Additional credits (iv)	CGPA (v)	Pass in (vi)	Break of study(vii)	Prevention due to lack of attendance	Withdrawal from writing semester examination (viii)
B.E./B.Tech. (Honours)	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from more than one verticals of the same programme	7.50	First attempt	One year authorised break of study included in the Duration permitted(iii)	Not permitted	Will not be considered as an attempt
B.E./B.Tech. minor in other specialisation	3/4 years (Lateral entry, Regular respectively)	4/5 years (Lateral entry, Regular respectively)	18 credits from any one vertical of the other programme	6.50	-	One year authorised break of study included in the Duration permitted (iii)	Included in the Duration permitted (iii)	-

SECOND CLASS:

All other students (not covered above) who qualify for the award of the degree shall be declared to have passed the examination in **Second Class**.

23. Conduct of Special Examination

As per the recommendations of the Standing Committee of the Academic Council, the special exams may be conducted for the students who missed the regular examination due to participation /representing the institute in various activities. The special exams may be conducted after the completion of End Semester Examinations and prior to starting of the next semester.

24. Discipline

Every student is required to maintain disciplined and decorous behavior both inside and outside the Institution and not to indulge in any activity which will tend to bring down the prestige of the Institution. The Head of the Institution shall constitute a disciplinary committee consisting of the Head of the Institution, two Heads of Department of which one should be from the Class of the student to enquire into the acts of indiscipline and to recommend the disciplinary action. In case of any serious disciplinary action which leads to suspension or dismissal, then the standing disciplinary committee of the Institution shall take the final decision.

25. Academic Malpractice

Academic malpractice shall be viewed seriously and punished appropriately in order to discourage students indulging such an activity. Each case shall be enquired by a "Malpractice Committee" constituted by the Institution and suitable punishments shall be awarded, if the malpractice is proven.

26. Disposal of Answer Books

The disposal of Answer Books of ESE should be done after the declaration of exam result and revaluation of the examination concerned.

27. Revision of Regulation and Curriculum

The Academic Council of the Institution may from time to time revise, amend or change the regulations, curriculum, syllabi and scheme of examinations, if found necessary.

28. Special Cases

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



VIVEKANANDHA COLLEGE OF ENGINEERING FOR WOMEN
[AUTONOMOUS]
Elayampalayam – 637 205, Tiruchengode,



OFFICE OF THE CONTROLLER OF EXAMINATIONS
ANNEXURE I

COURSE REGISTRATION FORM

Date:

Name:		Register No.:	
Degree:		UMIS No.:	
Branch:		Semester:	

S.No.	Course Code	Course Name	Credit
1.			
2.			
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			
11.			
12.			
Total No. of Credits			

Signature of the Student	Signature of the Class Advisor	Signature of the HoD
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ANNEXURE – II

Question Paper Pattern for the Physics, Chemistry, English, Maths (offered in various semesters), Biochemistry and Environmental Science and Engineering

Total Marks: 100

Duration: 3 hrs

Part – A (10 Questions)

Answer ALL Questions

10x2=20

Part – B (5 Questions)

Answer ALL Questions

5x16=80

Answer either “a” or “b” from each question, but not both

(Five questions will be asked in the **EITHER OR** Pattern from each unit)

Note:

***In Part-B, Question No.11th is compulsory question for the course “English for Communication & Professional Communication” only.**

ANNEXURE – III

Question Paper Pattern for Engineering Science Courses which are offered in I& II Semesters

Total Marks: 100

Duration: 3 hrs

Part – A (10 Questions)

Answer ALL Questions

10x2=20

Part – B (5 Questions)

Answer ALL Questions

5x13=65

Answer either “a” or “b” from each question, but not both

(Five questions will be asked in the **EITHER OR** Pattern from each unit)

Part – C (1 Question)

Answer either “a” or “b”, but not both

1x15=15

(Problems / questions testing the ability for higher order analysis / synthesis / concepts / case study.)

ANNEXURE – IV

Question Paper Pattern for Engineering Graphics

- Five questions will be asked in the **EITHER OR** Pattern covering all units of the syllabus.
- All questions will carry equal marks of 20 each making a total of 100.

Note:

- Students shall answer the questions by using only standard drafting instruments.

ANNEXURE – V

Question Paper Pattern for End Semester Examinations of B.E. / B.Tech.
(3rd Semester to 8th Semester)

Total Marks: 100

Duration: 3 hrs

Part – A (10 Questions)

Answer ALL Questions

10x2=20

Part – B (5 Questions)

Answer ALL Questions

5x13=65

Answer either “a” or “b” from each question, but not both

(Five questions will be asked in the **EITHER OR** Pattern from each unit)

Part – C (1 Question)

Answer either “a” or “b”, but not both

1x15=15

(Problems / questions testing the ability for higher order analysis / synthesis / concepts / case study.)