



**PSN COLLEGE OF ENGINEERING AND TECHNOLOGY (Autonomous)**  
**(An Autonomous Institution Affiliated to Anna University, Chennai)**  
Approved by AICTE, New Delhi, Recognized by UGC under section 2(f) & 12(b) of UGC Act, 1956  
An ISO 9001:2015 Certified Institution, Accredited by NAAC with 'B++' Grade  
**Melathediyoor, Tirunelveli - 627 152**

**REGULATIONS FOR AUTONOMOUS COURSES**

**(common to all B.E., Degree - 8 semesters / 6 semesters (LES) Full time programmes)**

**(w.e.f. 2018-2019 academic year onwards)**

***(All amendments approved by X & XI Academic Council meetings incorporated)***

**CHOICE BASED CREDIT SYSTEM (CBCS)**

## 1. DEFINITIONS AND NOMENCLATURE

In the Regulations, unless the context otherwise requires;

- I. **“Programme”** means Degree Programmes, B.E.,
- II. **“Discipline”** means Branch of Specialization of B.E. Degree Programme.
- III. **“Course”** means a theory or a practical subject that is normally studied in a semester.
- IV. **“Chairman, Academic Council”** means the Principal of the College.
- V. **“Controller of Examinations”** means the authority of the Autonomous College who is responsible for all activities of the End Semester Examinations.
- VI. **“Head of the Institution”** means the Principal of the College.
- VII. **“Dean”** means Head of the Faculty.
- VIII. **“Chairman, BoS”** means Chairman of Board of Studies of each faculty.
- IX. **“Head of the Department”** means Head of the Department concerned.
- X. **“Credit”** means a number value allocated for each course to describe the student’s workload required per week.
- XI. **“Grade”** means the letter grade assigned to each course based on the range of marks specified.
- XII. **“Grade Point”** means a numerical value (0 to 10) allocated based on the grade assigned to each course.
- XIII. **“University”** means Anna University, Chennai.
- XIV. **“LES” means** Lateral Entry Scheme.
- XV. **“CBCS”** means Choice Based Credit System.
- XVI. **“DCC”** means Discipline Core Course.
- XVII. **“Discipline Elective (DEL)”** course means the courses which are applicable only for the concerned programme students only.
- XVIII. **“Open Elective (OPEL)”** course means the courses which are open to all the UG programme students except the students of the offering department.
- XIX. **“Career Oriented course (COC)”** means a course that will be offered by the department to bridge the gap between the curriculum and the requirements of the industry, which could be selected by any student in the college. This is a mandatory course to be offered by each department.

- XX.** “Mandatory course (MC)” means compulsory common course to be studied by all the students of the UG programme.
- XXI.** “Compulsory Programme (CP)” means compulsory technical programmes to be completed by the students of the UG programme in respective year of study.
- XXII.** “Extra credits (EC)” means course/programme/participation/others to be done by all the students in addition to the academic credits fixed for the programme for the award of degree.

## 2. ADMISSION PROCEDURE

Candidates seeking admission to the Degree of Bachelor of Engineering and Bachelor of Technology shall require satisfying eligibility rules as prescribed by the affiliating University and Directorate of Technical Education, Chennai, from time to time.

## 3. PROGRAMMES OFFERED

- B. E. Aeronautical Engineering
- B. E. Civil Engineering
- B. E. Computer Science & Engineering
- B. E. Electronics and Communication Engineering
- B. E. Electrical & Electronics Engineering
- B. E. Electronics & Instrumentation Engineering
- B. E. Mechanical Engineering
- B. E. Mechanical & Automation Engineering
- B. E. Marine Engineering\*

\* Norms and Regulations prescribed by Director General of Shipping, Mumbai, Govt. of India is also applicable in addition to Anna University Regulations.

## 4. STRUCTURE OF THE PROGRAMME

**4.1** Every programme will have a curriculum and syllabi consisting of theory and practical courses. The course shall cover:

1. **Humanities and Social Sciences (HS)** (*English, Human Rights, Value Education etc.*)
2. **Basic Sciences (BS)** (*Mathematics, Physics and Chemistry*)
3. **Engineering Sciences (ES)** (*Materials, Workshop, Drawing, Basics of Electrical / Electronics / Mechanical / Civil / Computer Engineering / Instrumentation*)
4. **Discipline Core Courses (DCC)** –Relevant to the chosen specialization / branch.
5. **Discipline Electives (DEL)** – Maximum of six core electives relevant to the chosen specialization/branch are to be selected and will be offered from V Semester onwards.
6. **Open Electives (OPEL)** –Two open elective courses from the list prescribed in the curriculum which will be offered in V and VI semesters. The students have to register for this course. (Please refer to Annexure I for the list of Open Electives offered)
7. **Extra Credits (EC)** - A total of 20 credits (minimum) shall be completed during the entire period of the programme. (Please refer to Annexure II for the list of Extra Credit courses offered)
8. **Career Oriented course (COC)** – One career oriented course to be offered by each department during the programme.
9. **Mandatory Course (MC)** – Four mandatory courses offered in III, V, VI and VII semesters of the programme (as per clause 30).
10. **Compulsory Programme (CP)** – Four compulsory programmes offered in I, II, III and IV years of the programme (as per clause 28).
11. **Project Work, Seminar and / or Internship in reputed organization / industry.**

- 4.2 Each semester curriculum (from III semester onwards) shall normally have both theory courses not exceeding 6 and practical courses not exceeding 4, subject to a maximum of 9 courses for all programmes except B.E. Marine Engineering. For B.E. Marine Engineering, the total number of courses per semester should not exceed 11 (maximum of 7 theory courses and 4 practical courses).
- 4.3 For the award of the degree, a student has to earn the required number of credits specified in the curriculum of the relevant discipline / branch of study.
- 4.4 The medium of instruction is English for all courses, examination, seminar presentations and project report.
- 4.5 Each course is normally assigned a certain number credits with
- For theory courses, 1 credit per lecture period per week and 1 credit per 1 tutorial period and 1 credit per 2 period practical courses.
  - 1 credit for 2 periods of laboratory and 2 credit for 3or 4 periods of laboratory
  - 1 credit for 2 periods of technical seminar or mini project work.
- 4.6 New courses may be introduced by the department / institution at any time depending upon the requirement after getting approval from the concerned Board of studies, Academic Council and Governing Body

**4.7 Procedure for the enrolment for OPEL:**

All students have to study two open elective papers. Each OPEL carries 4 credits. OPEL are offered in the V and VI semesters of the programme. **OPEL offered by a department cannot be taken by the students of the same department. OPEL should not be a course already studied by the student under DCC or DEL.**

The students have to register for the Open Elective courses in prescribed format through the respective Head of the Department. The application forwarded by the Head of the Department, certifying the above conditions, should be handed over to the Course Instructor of the department offering the OPEL within the stipulated period.

**5. DURATION OF THE PROGRAMME**

- 5.1 A student is ordinarily expected to complete the B.E Programme in 8 semesters (four academic years) but in any case, not more than 7 years (14 semesters). In case of LES, a student is ordinarily expected to complete the B.E. Programme in 6 semesters (three academic years) but in any case, not more than 6 years (12 semesters).
- 5.2 Each semester shall normally consist of a minimum of 450 periods of 50 minutes duration each. The Head of the Department shall ensure that every teacher imparts instruction as per the number of periods specified in the syllabus and that the teacher teaches the entire content of specified syllabus for the courses being taught.
- 5.3 However, special theory / practical classes may be conducted for students who require additional coaching over and above the number of periods normally specified, as decided by the class committee.
- 5.4 For the calculation of attendance requirements for writing the End semester Examinations (vide clause 12) only the number of periods handled in a semester is to be considered. If the number of periods handled in a semester is “N” and the number of periods attended by the candidate is “M”, then percentage of attendance is calculated as  $(M/N) \times 100$ .
- 5.5 The total period for completion of the programme reckoned from the commencement of the first semester (third semester in case of LES) to which the candidate was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of break of study (vide clause 23) or period of prevention in order that he/she may be eligible for the award of the degree (vide clause 15).

## 6. REQUIREMENTS FOR COMPLETION OF A SEMESTER

**6.1** 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 / other reasonable grounds / **participation in sports at college level**, the student are expected to earn a minimum of 80 % attendance. Therefore, he/she shall secure not less than 80 % of overall attendance in that semester taking into account the total number of periods in all courses attended by the candidate as against the total number of periods in all courses offered during that particular semester.

**6.2** However, a candidate who could secure attendance between 70 % and less than 80 % 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 Principal shall be considered for exemption from the prescribed attendance requirement and he / she shall be permitted to appear for that particular semester examinations.

**6.3** Candidates who are coming under clause 6.2 and secure overall attendance **less than 70 %** will not be permitted to write the End-semester examination and are not permitted to go to next / subsequent semester. They are required to repeat the incomplete semester in the next academic year.

## 7. FACULTY ADVISOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department of the student will attach certain number of students to a faculty member of the Department who shall function as Faculty Advisor for those students throughout their period of study. Such Faculty Advisor shall advise the students and monitors the courses taken by the students, check the attendance and progress of the students attached to him / her and counsel them periodically. If necessary, the Faculty Advisor may also discuss with or inform the parents about the progress / performance of the students concerned.

The responsibilities for the Faculty Advisor are:

- to act as channels of communication between the Head of the Department, the students of the respective class and parents.
- to collect and maintain various statistical details of academic and other activities of the students.
- to help the Convener of the class committee in planning and conduct of the class committee meetings.
- to monitor the academic performance of the students including attendance and to inform the class committee.
- to attend to students' welfare relating to industrial visits, internships, in-plant trainings, scholarships, awards etc.
- to address to students' grievance and see that their grievances are redressed.

## 8. CLASS COMMITTEE

A class committee consists of all the faculty members conducting theory and practical courses of the class concerned, student representatives and a convener, who does not handle any subject for the class. The main objective of the class committee is to improve the teaching learning process.

- Identifying and finding solution to the problems experienced by students in the classroom and laboratories in consultation with Head of the Department / Dean.
- Making the students to know the Autonomous Regulations of the degree programme and clarifying the details of rules therein to the students.

- Informing the student representatives the academic schedule including the mode and dates of assessments, monitoring the syllabus coverage for each assessment.
- Analyzing the performance of the students of the class after each assessment test and finding ways and means of improving the performance of the students.
- Identifying the slow learners and helping them to come up by guidance and / or by providing remedial coaching.

The class committee is normally constituted by the Head of the Department. The class committee shall be constituted within a week from the date of commencement of a semester. At least 4 student representatives from the respective class (typically 2 boys and 2 girls) shall be included in the class committee. The convener of the class committee may invite the Faculty Advisor(s) and the Head of the Department to the meeting of the class committee. The convener of the class committee is required to prepare the minutes of every meeting, submit the same to the Head of the Department and Dean and then to the Principal within three working days of the meeting and arrange to circulate the same among concerned students and teachers.

The first meeting of the class committee shall be held within fifteen days from the date of commencement of the semester. **It is the duty of class committee to see that all the students are well informed about the Regulations of the Autonomous stream.** Minimum two meetings should be conducted in one semester. As the student members represent the entire class, they should interact meaningfully and express the opinions and suggestions of the class students with an aim to improve the teaching – learning process in an effective way. The convener shall see that the decisions taken in the class committee meeting reach all the students of the class concerned.

## 9. COURSE COMMITTEE FOR COMMON COURSES

Each common theory course offered to more than one programme or more than one class handled by different faculty members, shall have a “Common Course Committee” comprising all the teachers teaching the course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the Principal in consultation with Deans of the participating discipline. The “Common Course Committee” shall meet as often as possible and ensure uniform delivery and evaluation of internal assessments after arriving at a common scheme of evaluation (subject to clause 10). Wherever feasible, the common course committee shall prepare a common question paper for the test(s).

## 10. PROCEDURES FOR AWARDING MARKS FOR INTERNAL ASSESSMENT

*(as per the amendment approved by the XI Academic Council dated 25.1.2020)*

### 10.1 Internal Assessment for Theory Courses

The maximum internal marks shall be 40 for all theory courses. The internal mark is based on the daily test marks, Continuous Assessment tests, objective test, assignment/seminar and percentage of attendance. The criteria for arriving at the Internal marks of 40 are as follows:

**(a) Daily test (1/8<sup>th</sup> credence)**

A minimum of 5 tests carrying 10 marks each should have been conducted in a semester. 80% of the best performance daily tests are to be taken and averaged for 10. It is reduced to 5 and rounded off to the nearest integer.

**(b) Continuous assessment test (3/8<sup>th</sup> credence)**

Three continuous assessment tests carrying 50 marks each shall be conducted by the college. The average of the marks will be taken for internal assessment mark calculation. This shall be reduced to 15 and rounded off to the nearest integer.

**(c) Objective test (1/4<sup>th</sup> credence)**

One Objective type test will be conducted at the end of semester for 25 marks. This is reduced to 10 marks and rounded off to the nearest integer.

**(d) Assignment/Seminar (1/8<sup>th</sup> credence)**

One assignment or seminar shall be given in each unit of the course by the faculty member handling the course. Each seminar or assignment is evaluated for 5 marks. The total of 25 marks awarded for five assignments/seminars for each course will be reduced to 5 marks.

**(e) Attendance (1/8<sup>th</sup> credence)**

A maximum of 5 marks for attendance out of 40 marks shall be given to each student depending on his / her attendance percentage in the course concerned.

**Calculation of attendance will be done as follows:**

$$\text{Percentage of attendance} = \left[ \frac{\text{Total number of periods attended}}{\text{No. of periods allotted for that subject}} \right] \times 100$$

The internal mark for attendance is as per the distribution given below:

Percentage of attendance	Marks
95 & > 95	5
90 & < 95	4
85 & < 90	3
> 80 & < 85	2
= 80	1
< 80	0

The overall distribution of internal marks for theory courses will be as follows:

Daily test	-	05 marks
Continuous Assessment test	-	15 marks
Objective test	-	10 marks
Assignment	-	05 marks
Attendance	-	05 marks

**10.2 Internal Assessment for Practical Courses**

The maximum marks for internal assessment shall be 50 in case of practical courses. Every practical exercise / experiment shall be evaluated based on conduct of experiment / exercise and records maintained. There shall be at least one model test. The criteria for arriving at the internal assessment marks of 50 are as follows:

Observation submission in time	-	10 marks
Record submission in time	-	10 marks
Model test	-	20 marks
Record (consolidated)	-	05 marks
Attendance	-	05 marks*

\* marks awarded for attendance shall be similar to the theory courses.

**10.2.1 Internal Assessment for Practical Courses for B.E. Marine Engineering**

For B.E. Marine Engineering programme the internal assessment for practical courses will be done as follows:

Attendance for Physical Training, Parade and Clean Ship	-	05 marks*
Attendance for practical course period	-	05 marks*
Observation submission in time	-	10 marks
Record submission in time	-	10 marks
Model test	-	20 marks

\* marks awarded for attendance shall be similar to the theory courses (see clause 10.1 (c))

### 10.2.2 Internal Assessment for Geometrical Drawing/Engineering and Machine Drawing/Marine Engineering Drawing for B.E. Marine Engineering

Timely submission of drawings	-	10 marks
Dimension and Edibility	-	15 marks
Model test	-	20 marks
Attendance	-	05 marks*

\* marks awarded for attendance shall be similar to the theory courses (see clause 10.1 (c))

### 10.3 Internal marks for Theory Courses with Laboratory Component (as per the amendment approved by the XI Academic Council held on 25.1.2020)

The maximum Internal marks shall be 40 in case of theory courses with laboratory component. The criteria for arriving at the Internal marks of 40 are as follows:

**(a) Continuous assessment test (3/8<sup>th</sup> credence)**

Three continuous assessment tests carrying 50 marks each shall be conducted by the college. Out of the three assessment tests, the third continuous assessment test (CAT 3) must be a lab test. The average of the marks will be taken for internal assessment mark calculation. This shall be reduced to 15 and rounded off to the nearest integer.

**b) Objective test (1/4<sup>th</sup> credence)**

One Objective type test will be conducted at the end of semester for 25 marks. This is reduced to 10 marks and rounded off to the nearest integer.

**c) Assignment (1/8<sup>th</sup> credence)**

One assignment or seminar shall be given in each unit of the course by the faculty member handling the course. Each seminar or assignment is evaluated for 5 marks. The total of 25 marks awarded for five assignments/seminars for each course will be reduced to 5 marks.

**d) Lab experiments with observation record (1/8<sup>th</sup> credence)**

A maximum mark of 5 shall be given to the practical component and maintaining a proper observation record by the student.

**e) Attendance (1/8<sup>th</sup> credence)**

A maximum of 5 marks for attendance shall be given to each student depending on his / her attendance percentage as per the distribution given in clause 10.1 (c).

The overall distribution of internal assessment marks for theory courses with laboratory component will be as follows:

Continuous Assessment test	-	15 marks
Objective test	-	10 marks
Assignment	-	05 marks
Lab Observation	-	05 marks
Attendance	-	05 marks

### 10.4 Internal Assessment for Project work

There shall be assessment during the semester by a review committee for 50 marks. The students in convenient groups (not more than 3 members) shall submit an abstract at the beginning of the semester for approval from the departmental committee in the specified format. The students are required to do their



project work either inside the college or in an industry. The industry chosen for undergoing the project work should be at least a private limited company. The duration of project work shall not be less than 2 months.

The students shall submit and present the mid-term progress report in the department. The report and the presentation will be reviewed by a committee constituted by the Head of the department. The review committee shall consist of the Project Coordinator, Project Guide and one faculty member from the department nominated by the Head of the department. If the project coordinator and project guide are same, then another faculty member shall be nominated by the Head of the Department.

For the project presentation, the internal assessment marks awarded will be the average of the marks awarded by the review committee and the distribution will be as follows:

Internal Assessment (50 marks)				
Attendance	Report Content	Review I*	Review II <sup>#</sup>	Review III <sup>@</sup>
05	05	10	15	15

*\* Based on Aim and Objectives of the project work*

*# 10 marks for the write-up and 5 marks for progress of work done*

*@ Based on Design/Algorithm/Simulation/Code*

### 10.5 Attendance and Assessment Record

Every faculty member is required to maintain an ‘**Attendance and Assessment Record**’ for every semester which consist of attendance marked in each lecture or practical or project work class, the test marks, assessment marks, attendance marks and the record of class work (topics covered), separately for each course handled by the faculty member. This record should be updated and submitted to the Head of Department on every Monday (or next working day if Monday is a holiday) for checking the syllabus coverage and the records of test marks, assessment marks and attendance. The Head of the department will affix his / her signature and date after due verification. At the end of the semester, the record should be verified by the Head of the Department / institution who will keep this document in safe custody for five years.

## 11. EXAMINATION SYSTEM

Performance in each course of study shall be evaluated based on

- i. Continuous Internal Assessment throughout the semester
- ii. End Semester Examination

In the end semester examination, theory courses shall be evaluated for maximum of 100 marks and reduced to 60 marks and practical courses shall be evaluated for a maximum of 100 marks and reduced to 50 marks. The project work shall be evaluated for 100 marks and reduced to 50 marks.

The end semester examination (theory and practical) shall be conducted for 3 hours duration. Normally the end semester examinations are conducted during October – December in odd semester and April – June in even semester.

The end semester examination for Project work will be evaluated in the following way.

The final viva-voce of the industrial training or institutional project work shall be evaluated by an external examiner and internal examiner appointed by the college. External examiner shall be appointed by the Controller of Examinations. Students shall be allowed to attend the viva-voce after the successful completion of report.

The mark distribution for final viva-voce will be as follows:

Thesis/ Report Submission	Project Presentation	Viva-voce by External Examiner	Viva-voce by Internal Examiner
10 marks	30 marks	30 marks	30 marks

The final distribution of marks for all courses coming under UG programme will be as follows:

Theory Course		Theory course with laboratory component		Practical course		Project work	
Internal Assessment	End Semester examination	Internal Assessment	End Semester examination	Internal Assessment	End Semester examination	Internal Assessment	End Semester examination
<b>40</b>	<b>60</b>	<b>40</b>	<b>60</b>	<b>50</b>	<b>50</b>	<b>50</b>	<b>50</b>

## 12. REQUIREMENTS FOR APPEARING FOR THE END SEMESTER EXAMINATION

A candidate shall normally be permitted to appear for the End Semester examination of the current semester if he/she fulfills the semester completion requirements (vide clause 6) and has registered for examination in all courses of that semester after paying the prescribed examination fees.

For students having arrear courses of the previous semesters, it is mandatory to register for all the examinations of the courses in the current semester and all arrear courses in the previous semester(s) by paying the prescribed examination fees, failing which the candidate will not be permitted to move for the higher semester.

## 13. PASSING REQUIREMENTS

A candidate securing 50% and above of the total marks (Continuous Internal Assessment + End semester examination) shall be declared to have passed the examination. There is no passing minimum for internal assessment. The internal assessment mark is valid for 3 attempts only.

For end semester examinations the passing minimum is 45% in theory, practical and project work. A candidate who secures 45% in the end semester examination but fails to secure 50% after adding internal assessment marks will be declared fail in the course. Such candidates have to reappear in the next semester.

If a candidate fails to get a pass mark (50%) in his/her first three attempts of the particular course, then the end semester marks alone will be considered for declaring the results in his/her future attempts and the candidates have to secure a minimum 50% in the end semester examination.

## 14. DECLARATION OF RESULTS

Seven point grading system will be followed for declaring the results of a candidate. The grade points and letter grades used are as follows:

Marks	Grade points	Letter Grade	Marks	Grade points	Letter Grade
91-100	10	S	56-60	6	D
81-90	9	A	50-55	5	E
71-80	8	B	< 50	0	U
61-70	7	C			

## **15. ELIGIBILITY FOR THE AWARD OF DEGREE**

A student shall be declared to be eligible for the award of the Degree if he/she has,

- Successfully earned the required number of credits as specified in the curriculum for his/her programme within the stipulated period of study.
- Completed the required extra credit and mandatory courses for his/her programme.
- Successfully completed any additional courses recommended by the Academic Council whenever any candidate is readmitted under new regulations or from other institutes.
- No disciplinary action is pending against him/her.
- The award of the degree to be approved by the Academic Council of the college and Syndicate of the University.

## **16. CLASSIFICATION OF THE DEGREE AWARDED**

### **16.1 First Class with Distinction**

A candidate who fulfills the following conditions shall be declared to have passed the examination in First Class with Distinction

- Should have passed the End Semester Examinations in all the courses of all the eight semesters (six semesters for LES) in his/her First Attempt within four years (three years for LES).
- Should have secured a CGPA not less than 8.5.
- Should not have been prevented from writing the examination due to lack of attendance or undergone any suspension for in - disciplinary activities during entire period of the programme.
- Withdrawal from examination (vide clause 20) will not be considered as an appearance for the award of First Class with Distinction.
- One year authorized break of study (vide clause 21) is permitted in addition to four years (three years for LES) for award of First Class with Distinction.

### **16.2 First Class**

A candidate who fulfills the following conditions shall be declared to have passed the examination in First Class.

- Should have passed the End Semester Examinations in all the courses of all the eight semesters (six semesters for LES) in (N+1) years, where N is the minimum number of years required to complete the programme.
- Should have secured a CGPA not less than 7.0.
- Withdrawal from examination (vide clause 20) will not be considered as an appearance for the award of First Class.
- One year authorized break of study (vide clause 21) is permitted in addition to four years (three years for LES) for award of First Class.

### **16.3 Second Class**

All other candidates, not coming under clause 16.1 & 16.2, who qualify for the award of the degree (vide clause 15) shall be declared to have passed the examination in Second Class.

- 16.4** A candidate who is absent in semester examination of a course or project work after having registered for the same will be considered as appeared in that examination for the purpose of classification of the degree to be awarded.

## **17. AWARD OF RANK**

Rank certificates are awarded to 10% of the students' strength of a programme provided the student has cleared all the subjects in their first attempt and awarded First Class with Distinction. While issuing the

rank certificate the strength of the class shall also be mentioned in the rank certificate. Gold medals will be given to the first rank holder of the particular programme.

#### **18. CUMULATIVE GRADE POINT AVERAGE (CGPA)**

The Cumulative Grade Point Average (CGPA) will be calculated considering the courses registered by the candidate from third semester.

Grade Point Average (GPA) or CGPA is calculated as follows:

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

where,

$C_i$  is the number of credits assigned to the course,

$\text{GP}_i$  is the grade point obtained by the candidate in each course,

$n$  is the number of courses successfully cleared during the particular semester in the case of GPA and the number of courses registered by the candidate from third semester in the case of CGPA.

#### **19. REVALUATION**

Revaluation is permitted to all students who apply for revaluation within the stipulated period of time on payment of the fees. Revaluation is permitted for the papers written in regular examination as well as arrear examinations. The students are also entitled to get photocopies of their answer scripts on request by paying the prescribed fees. The student can challenge the valuation. Challenging is allowed only if he/she has already applied for photostat copy of the answer script and revaluation result is declared. If the challenge is positive the fees will be refunded to the student.

#### **20. SUPPLEMENTARY EXAMINATION**

The supplementary examination shall be available for students from 1<sup>st</sup> semester to 8<sup>th</sup>. Supplementary examination shall be conducted for arrear papers. The maximum number of subjects permitted for the supplementary examination after the declaration of results is FIVE including arrear practical courses for final year students and FOUR for others. The supplementary examination shall be conducted within two weeks after the publication of results. The students shall apply for the supplementary examination by payment of the prescribed fees.

#### **21. FAST TRACK SCHEME**

The scheme is for the benefit of bright and deserving students to complete the VIII semester courses in VI or VII semester. The candidates who have cleared all their courses and do not have any course arrears and have secured CGPA = 7.5 (III to V semesters) are eligible to opt for fast track scheme. If the number of courses in the VIII semester is two, then the candidates shall take one course each in VI and VII semester respectively. If the number of courses in the VIII semester is three, then the candidates shall take one course in VI semester and two courses in VII semester. A student opted for fast track scheme should have cleared all the courses in the VI semester or else he/she will be moved out of the fast track scheme.

#### **22. PROVISION FOR WITHDRAWAL FROM EXAMINATION**

22.1 A candidate may, for valid reasons, (medically / unexpected family situations) be granted permission to withdraw from appearing for the examination in any course or courses.

22.2 Such withdrawal shall be permitted in any one of the end semester examination and only once during the entire period of study of the programme.

22.3 Withdrawal application shall be valid only if the candidate is otherwise eligible to write the examination (Clause 6) and if it is made within TEN days before the examination in that course or courses and also recommended by the Head of the Department and approved by the Head of the Institution with intimation to COE.

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

- 22.4 Withdrawal shall not be construed as an appearance for deciding the eligibility of a candidate for First Class with distinction and First Class.
- 22.5 Withdrawal is NOT permitted for arrears examinations of the previous semesters.
- 22.6 Candidates shall appear for the courses withdrawn during the examination conducted in the subsequent semester.

### **23. AUTHORIZED BREAK OF STUDY FROM A PROGRAMME**

- 23.1 A candidate is normally not permitted to temporarily break the period of study. However, if a candidate happens to discontinue the programme temporarily in the middle of duration of study for valid reasons (such as accident or hospitalization due to prolonged ill health) and to rejoin the programme in a later semester he / she shall apply to the **Chairman, Academic Council** in advance, in any case, not later than the last date for registering for the semester in question, through the Head of the Department stating the reasons.
- 23.2 The candidate permitted to rejoin the programme after the break shall be governed by the Curricula and regulations in force at the time of rejoining.
- 23.3 The authorized break of study will not be counted towards the duration specified for passing all the courses for the purpose of classification (vide clause 16).
- 23.4 The total period for completion of the programme reckoned from, the commencement of the first semester (third semester in case of LES) to which the candidate was admitted shall not exceed the maximum period specified in clause 5.1 irrespective of the period of the break of study in order that he / she may be eligible for the award of the degree (vide clause 15) any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Break of Study' and Clause 23.3 is not applicable for this case.
- 23.5 In case of any valid reasons for extension of Break of Study, it may be granted by the approval of the **Chairman, Academic Council** for a period not more than 1 year in addition to the earlier authorized Break of Study. Such extended break of study shall be counted for the purpose of classification of degree (vide clause 16).
- 23.6 If the candidate has not reported back to the department, even after the extended Break of Study, the name of the candidate shall be deleted permanently from the college enrollment. Such candidates are not entitled to seek readmission under any circumstance.

### **24. INDUSTRIAL VISIT / INDUSTRIAL TRAINING/MINI PROJECT**

Every student is expected to take up Industrial visit in the second year of the programme. Heads of Departments shall take efforts to arrange at least one industrial visit in a year.

The students may undergo industrial/in-plant training for a minimum period of 5 days during summer / winter vacation of II or III year of the programme. Industrial visit and training are mandatory for all the students irrespective of the programme.

Students in the III or IV year of the programme shall undertake a mini project with the advice of the course coordinator concerned. Mini project is mandatory for all the students irrespective of the programme.

### **25. SOCIAL VALUE EDUCATION**

In order to make the students to understand the importance of social values and ethics, social value education is made mandatory for all I year students. The students have to attend a three days camp at Vivekananda Kendra, Kanyakumari or at college conducted by experts in value education. The camp is organized during the II semester of the programme.

## 26. DISCIPLINE

Every student is required to observe 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.

In the event of an act of indiscipline being reported, the Principal shall refer to the disciplinary committee to enquire into the matter.

If a student indulges in malpractice in any of the end semester examination / internal examination he /she shall be liable for punitive action as prescribed by the institution from time to time (refer Annexure III).

Ragging is not at all allowed. Stringent actions will be taken against the students involved in ragging as per the Government norms.

## 27. CAREER ORIENTED COURSES

In order to make the students to understand the challenges in the job market and to meet the requirements of the industry, career oriented courses are offered. The career oriented courses are offered by each department during the programme. UG students can choose any one of the career oriented courses offered by the departments. The students shall submit their application in the prescribed format to the Head of the Department offering the career oriented courses through his / her Head of the Department. As the student choose a career oriented course offered by his own department then he / she can directly apply for the same.

The credit for career oriented course is 2. The credits earned under career oriented course will not be considered for CGPA calculation.

The performance of the students in the career oriented course is evaluated through end semester internal examination for 100 marks. If a student gets a pass mark (50%) in the career oriented course, then the credits earned will be mentioned in the grade sheet.

## 28. COMPULSORY PROGRAMMES

All the students are expected to complete the following compulsory programmes in the respective year of study mentioned herein. The compulsory programmes do not carry any credits.

- Social Value Education (*to be completed in the I year*) (as per clause 25)
- Industrial Visit (*to be completed in the II year*)
- Industrial Training (*to be completed in the III year*)
- Soft Skills (*to be completed in the III year*)
- Mini Project (*to be completed in the IV year*)

Soft skills will be offered by the college or through outside agencies.

## 29. EXTRA CREDITS

For the award of degree, it is mandatory for all the UG students to earn a minimum of 30 extra credits (25 for lateral entry students) in addition to regular academic credits prescribed in the curriculum. The list of programmes/courses and other activities coming under EC are given in Annexure II. The students are free to choose any activity/course under EC of their option and shall complete the same within the stipulated period.

**N.B: The students should have earned a total of 30 credits under ECC for the award of the degree.**

Faculty Advisor shall see that each student under them complete a minimum of 5 credits each year so that they can earn the total of 30 credits in the end of the programme in a comfortable way.

## 30. MANDATORY COURSES

Mandatory courses have to be studied by all the UG students. Four mandatory courses will be offered, one each in the III, V, VI and VII semesters of the programme. Like other courses, regular classes will be conducted for mandatory courses also. The scheme of awarding internal assessment marks are same as that of regular courses conducted in the departments. End semester examination will be conducted for the

mandatory course except for career oriented course (clause 27). The credits awarded for the mandatory course will not be included for the total credits of the programme.

The mandatory courses offered are:

- Environmental Studies (III Semester)
- Value Education, Human Rights and Legislative Procedures (V Semester)
- Career Oriented Course offered by the Departments (VI Semester)
- One course of topical interest approved by the respective Board of Studies (VII Semester)

### **31. CAREER SKILL DEVELOPMENT COURSES**

*(as per the amendment approved by the XI Academic Council held on 25.1.2020)*

Under Regulation 2018, apart from regular core and interdisciplinary courses offered in each programme, Career Skill Development courses are to be offered for the students in the III, IV, V and VI semesters of each under graduate programme offered by the college. It is a **one credit** course and the duration of the course is 30 hours/semester. Soft skill training programmes, communicative English (practical only), aptitude skills etc. should be included in III and IV semesters. In V and VI semesters each department should design courses in their core areas in such a way to enhance the technical skills of the student. The syllabus/learning content of all the courses coming under career skill development should be approved by the respective Board of Studies and Academic Council.

Assessment is through continuous assessment tests for 50 marks and no end semester examinations will be conducted for career skill development courses. At the end of the course in each semester the course instructor must conduct an online test for 50 marks containing 50 multiple choice questions. The marks obtained by the students should be submitted to the Controller of Examinations through proper channel. A student must score a minimum of 50% marks to get a pass in the course. The credits scored by the student will be included for final CGPA calculation while awarding the degree.

The conduct of assessment test should be as per the procedure for awarding marks for internal assessment tests given under Section 10; either sub sections 10.1 or 10.2 or 10.3 of Autonomous Regulation 2018 to be followed depending on the nature of the course (theory/practical/theory with practical component) approved by the respective Board of Studies.

### **32. REVISION OF REGULATION AND CURRICULUM**

The college may from time to time revise, amend or change the Regulations, scheme of examinations and syllabi if found necessary.

**THE REGULATIONS OF THE AFFILIATING UNIVERSITY SHALL BE FOLLOWED FOR THE ITEMS NOT COVERED UNDER THIS REGULATION.**

## ANNEXURE I

### COURSES/PROGRAMMES/ACTIVITIES FOR EXTRA CREDITS

All the students of PSN College of Engineering and Technology under Autonomous Programme are expected to register and earn the credits through extra credit courses apart from the minimum credits required for the different UG and PG courses. Some of the extra credit courses are mandatory and some courses are compulsory for the Under Graduate students. Apart from the mandatory and compulsory courses B.E. students are expected to earn 30 credits. All the PG students have to earn 15 credits through extra credit courses.

Mandatory Courses for UG students only:

- |                           |                                     |
|---------------------------|-------------------------------------|
| 1. Social Value Education | : To be completed in the I year     |
| 2. Industrial Visit       | : To be completed in the II year    |
| 3. Industrial Training    | : To be completed in II or III year |
| 4. Mini Project           | : To be completed in III or IV year |

Extra credit Courses for UG and PG students

1. Social Awareness Programme - 2 credits  
Social awareness programme includes the following activities.
  - Rally on social awareness (for 1 program, 1 credit will be awarded and for 2 programs, 2 credits will be awarded)
  - Dissemination of information on Government Welfare Schemes to villagers (minimum 1 day)
  - Guidance to school children (10 hours)
  - Organizing continuing education programmes ^
  - Health issues ^
  - Cleanliness (for cleaning the campus/other places of 10 hours, 2 credits will be awarded) ^
  - Sanitation and Hygiene (for two days or two sessions 2 credits) ^

^ *a certificate from the Headmaster / Panchayat President or Competent Authority is needed for claiming the credits*

2. Extra-Curricular Activities - 2 credits

Extracurricular activities include the following activities

(Membership along with participation activity in the club and attending camp organized by NSS/ NCC is eligible for 2 credits)

- National Service Scheme (NSS)
- National Cadet Corps (NCC)
- Red Ribbon Club (RRC)
- Youth Red Cross (YRC)
- Eco Club
- Blood Donors Club
- Photography Club
- Rotaract Club
- Fine Arts Club



3. Value added Programmes - 6 credits
- Value added programmes include the following activities. The guidelines for evaluating the value added programmes will be framed by the course co-ordinator and approved by the Academic Council. The minimum and maximum strength for the value added programme is 5 and 40 respectively. The passing minimum for value added programme is 50 marks.
- From the list, students can avail a maximum of four value added courses and one should be from BOSCH Centre/ Intel if they avail more than one value added course.
- Training Programmes conducted by BOSCH Centre
    - Three days training - 2 credits
    - Five days training - 3 credits
  - Training in LabView
    - Three days training - 1 credit
    - Five days training - 2 credits
  - Training in PCB Design
    - Three days training - 1 credit
    - Five days training - 2 credits
  - Merchant Shipping Rules – 2005
    - Five days programme - 2 credits
  - HVAC Course (10 days) - 3 credits
  - Embedded System (5 days)
    - 3 Days training - 1 credit
    - 5 Days training - 2 credits
  - Intel-FICE Training - 3 credits
  - Certificate courses on CFD, NDT, Fire & Safety - 3 credits
4. Participation in extra-curricular activities/  
participating in activities like cleaning campus - 1 credit
5. Attending camps organized by NSS/NCC - 2 credit
6. Donating blood (one time only) - 2 credit
7. International Certification# - 3 credits

All B.E Students who successfully completed any international certification programmes listed below are eligible for three 3 extra credits.

Microsoft

CISCO

SAP

Oracle

CCNA

ASNT Level II

Mechanical Software Packages

Civil Software Packages

Electrical Software Packages

**IBM – Specific Product Specification**

Even if a candidate completes and produces certificates for more than one programme he is eligible for 3 credits only. International certificates registered during the duration of the programme of study in PSNCET alone are eligible for extra credits.

8. International Language Certificates# - 3 credits  
 Certificates from any Government certified Institution or through distance education programme of a state funded University will be accepted by the Institute. Candidates clearing the Basic or first level will get 2 credits and candidates with advanced or second level eligible for 3 credits. Maximum extra credits for International Language Certificates is only 3 credits, even if the candidate produced valid certificates in more than one foreign language. The certificate is valid only, if the registration for the 'International Language Certification' is during the courses of study in the Institute.
9. Publication in National/International Journals# - 3 credits  
 \*Maximum four authors allowed  
 Publication in **Scopus indexed** International / national Journal is eligible for 3 extra credits. Even a letter from the editor of the Journal regarding acceptance for publication of the paper will also be considered for extra credits. Single or multiple publications in a Journal will be considered for equal weightage only. Extra credits for "Publication in any International / national Journal" will be given to M.E /M.Tech students only if the Journals are indexed in Scopus.  
 If a paper presented in a conference is selected for publication in the conference proceeding and subsequently in a Journal also with the same title, credits will be given in one place only and the choice will be given to the students.
10. Publication in National / International Conference # - 2 credits  
 \*Maximum four authors allowed  
 Publications in conference proceeding are eligible for 2 extra credits. No separate weightage is given for multiple publications. Extra credits for "Publication in National / International Conference" Proceedings will be given to students, only if the proceedings are with ISBN number.
11. Participation in Conference / Workshops / Symposia # - 3 credit  
 ▪ Participation in three workshops is eligible for 1 credit  
 ▪ Participation in three conferences is eligible for 1 credit  
 ▪ Participation in three symposia is eligible for 1 credit  
 ▪ Combination of any of the above three is eligible for 1 credit  
 (For example participation in one workshop/one conference/one symposia or participation in two conferences'/ one workshop) is eligible for 1 credit
12. Representation in Sports and Games - 6 credits  
 Extra Credits for representation in sports and games is open for all the students of UG and PG programmes. Any student representing college in Anna University zonal level is eligible for 2 credits, representing institute in Inter zonal level is eligible for 1 credit, representing in University level is eligible for 1 credit Representation in State level will be given 2 credits and representing country will be considered as special case and 3 additional credits will be awarded apart from the sports credit limit (6 credits). The certificates have to be submitted to the coordinator through the physical director.
13. Clearing Proficiency examination - 3 credits  
 If a BE programme students clears any one of the following examinations during the course of study in the Institute the candidate is eligible for 3 extra credits.  
 GRE /TOEFL /IELTS  
 GATE /GMAT / CAT  
 Even if a candidate clears more than one proficiency examination the candidate is eligible for 3 credits only

14. Self Learning Programmes # - 2 credits

UG and PG students can also earn extra credits by registering for 'Self Learning Courses'. The minimum and maximum strength for a self-learning course is 5 and 40. The syllabus for the self learning courses will be framed by the courses coordinator and the candidates registering for 'Self Learning Courses' have to prepare for the terminal examination by self study. The courses coordinator will award internal assessment marks to the candidate based on the following:

Assignment(Five assignment)	-	30 Marks(5*6)
Seminar	-	20 Marks(2*10)
End Semester examination	-	50 Marks (Based on 50 objective type questions)

Elective subjects are also permitted as a self learning course, provided it was not studied by the candidate.

The weightage of the self learning courses will always be taken as two credits irrespective of the credits given to the elective. Some self learning courses are common for all branches of study, where as some courses are only for non-circuit branches or for non computer science students only.

The maximum credits to be earned from self learning courses are two. The minimum and maximum strength for a self learning course is 10 and 40. The passing minimum for all the self learning courses is 50 Marks. If the candidate failed to secure the minimum marks, one more chance will be given to the candidate. If the candidate failed to get a pass mark even in the second attempt, then the candidate has to register for a new extra credit course. Following are the approved self learning courses:

**Non-Circuit Branches:**

Non-Destructive Testing  
Smart Structure

**Common to all branches:**

Electrical Safety  
Calibration of Instrumentation  
Winding of Electrical Machines  
Modernization of Rural Area  
Sensor Networks  
Printed Circuit Board Design  
Virtual Instruments  
Hardware Trouble Shooting  
Personal Management  
Taxation and Tax Planning  
Banking Insurance and Equity Services  
Non Conventional Energy Sources @  
Java \$

*\$ All except CSE, IT, @ All except EEE*

15. Memberships in Professional Bodies

National - 1 credit  
International - 2 credits

Student Membership in International Professional Bodies like Computer Society of India (CSI), Institution of Engineering and Technology (IET), Institution of Electrical and Electronics Engineering (IEEE), etc...will earn 2 credit for the B.E, M.E/M.Tech, M. Sc, MCA and MBA.

Student Membership in National Professional Bodies like Institution of Engineers (I.E), Indian Society for Technical Education (ISTE), etc...will earn 1 credit only for the B.E.

16. Representing the college in cultural competitions in reputed institutes/organizations - 3 credits  
Any B.E students participating in Cultural Competitions held in reputed institutions/organizations (solo or group) is eligible for 2 extra credits. Recognitions in first two places will earn a maximum of 3 extra credits to each member.

17. Participation in Media - 2 credits  
To encourage multi dimensional activities of students enrolled in B.E, it is decided to give due weightage for their participation in media related activities. Participating in media TV / Radio in National Network can earn two extra credits. Participation in local channels is eligible for 1 credit. Valid certificates from media to be given to Institute through the courses coordinator.

18. Won an award in State Level Competition - 2 credits

19. Won an award in District Level Competition - 2 credits  
Any award won by a B.E student in a state or District level competition organized by the Central, State or District authorities is eligible for 2 extra credits. The competition may be in sports, cultural activities, Quiz, Essay Writing or any other event approved by the faculty in –charge for the extra – credits.

20. Others - 2 credit

Students of autonomous programmes are also eligible to earn two credits under the category ‘Others’ by producing a valid certificate for the following trade / skill/ activities.

Typewriting Lower / Higher

Two Wheeler Driving Licence

Four Wheeler Driving Licence

Certificate from St. John’s Ambulance Services

Voyage for a minimum period of 6 days (only for Marine Engineering students)

Representatives for class committees / Mess Representatives / Class Representative (Each 1 Credit)

Training in oil tanker familiarization (3 credits)

Yoga camp (minimum 5 days) (2 credits)

21. Student Volunteers - 1 credit

Any student of Autonomous programme offered in PSN College of Engineering and Technology and involved in the activities listed below will be considered as “student volunteers” and are eligible to earn a credit for the respective events.

PSN Trophy/College day/Sports day/Graduation day and similar functions of the college

Cultural or any other events organized by PSNCET

Assisting the librarian in the library after regular working hours

Serving in anti-ragging committee of the college

Student assisting the librarian as a volunteer can earn one credit provided he /she assist the librarian for minimum period of 30 hours. Only 5 students can assist the librarian at a time. Students can assist the librarian in

Downloading the requirements of staff / research Scholars / PG students

Downloading e-books

Checking the classification of books in the racks & arranging them in the respective racks

The credits will be given to the students based on the recommendations of faculty in –charge

22. Adventure Sports - 2 credits  
 Students can earn two extra credits from Adventure Sports. Participating in any one of the following events listed as adventure sports the students can earn 1 credit.  
 Para Gliding  
 Rock Climbing  
 Trekking  
 River Rafting  
 Boat Work  
 Certificates issued by a recognized society only will be considered for the extra credits.
23. Professional Training programmes\* - 2 credits  
 \*(1 credit for 3 days programme and 2 credits for 5 days programme)  
 Student can earn two extra credits under professional certification if they produce a certificate for attending workshop [2 credits for 5 days workshop and 1 credit for 3 days workshop] on the following Topics arranged in PSNCET or in any other educational institutions recognized by University.  
 MATLAB  
 Lab View (CLAD)  
 NS2  
 PLCC  
 SCADA  
 Full Engine Room Simulator course  
 ANSYS HFSS  
 Robotics  
 Power World Simulator  
 PSCAD  
 Entrepreneurship Development Training
- For B.E. Marine Engineering students the following courses coming under Standards of Training Certification and Watch Keeping (STCW) are considered as courses for extra credits.
- Elementary First Aid
  - Personal Survival Techniques
  - Fire Fighting and Prevention
  - Personal Safety and Social Responsibility
  - Security Training and Seafarers
- On successful completion of **any three courses** mentioned above, they are eligible to get 2 credits.
24. Participation in cultural programmes organized by the college - 1 credit  
 25. Best Mini project - 1 credit  
 26. Best project - 1 credit  
 27. 100% attendance in a semester - 1 credit  
 28. Blood donation on demand in emergency situation  
 ▪ Letter from RRC Coordinator is needed for claiming the credit - 2 credit  
 29. Bravery award  
 ▪ Bravery award given by the State government will be given 1 credit and by Central government will be given 2 credits. - 3 credits  
 30. NPTEL course/examination - 3 credits  
 NPTEL course/examinations conducted by national institutes like IIT will be considered for 3 credits.  
 31. Career Oriented Programmes (5 days) - 2 credits

The guidelines for evaluating the career oriented programmes will be given by the respective course coordinator with the approval of the academic council. The minimum and maximum strength of the career oriented programme is 10 and 30. The passing minimum for the Career Oriented Programmes is 50 Marks. The following programmes are identified as career oriented programmes and carry a weightage of 2 credits each:

- Website Development and hosting
- Animation
- Power System Automation
- Firmware Development Program
- Interior Design and Architecture
- Hydraulic and Pneumatic systems

32. Participation in marathon

- 1 Credit

*# if the candidate has participated / published in more than one event/journal, weightage for participation / publication in one event alone will be considered.*

## ANNEXURE II

### SCALE OF PUNISHMENT FOR MALPRACTICE CASES IN END SEMESTER EXAMINATIONS

Act of Malpractice	Action to be Initiated
<p><b>Category I:</b> Misbehavior with officials or any other kind of rude behavior in or near the examination hall and/or using abusive language</p>	<p>A fine of Rs. 1000/-. Value the answer script of the course in which the student booked under malpractice</p>
<p><b>Category 2:</b> Writing on the question paper/admission ticket and/or passing on to the other students in the examination hall;</p> <p>Disclosing his/her identity by writing any words or by making any peculiar marks or by writing register number on the pages other than the facing sheet in the answer scripts;</p> <p>Possession of electronic gadgets like mobile phones, programmable calculator, pen drive or such other storage devices in the examination hall;</p> <p>Communicating with any other student or any other person inside or outside examination hall with a view to take assistance or aid to write answers in examination;</p> <p>Approaching directly or indirectly the teaching faculty, officials or examiners or bring about undue pressure of influence upon them for favour in the examination;</p> <p>Receiving material from outside or inside the examination hall, for the purpose of copying;</p> <p>Committing any other act or commission or omission intending to gain an advantage or favour in the examination by misleading, deceiving or inducing the examiner or official.</p>	<p>Invalidating the examination of the course concerned and a fine of Rs.1000/-. Further candidate is not considered for any moderation or revaluation in the current semester in any course.</p>
<p><b>Category 3:</b> Making any request of representation or offer of any threat for inducement or bribery to room invigilator or any other official for favor in the examination hall or in the answer script;</p> <p>Bringing into the examination hall or being found in possession of portions of an unauthorized book, manuscript or such other materials or matter in the examination hall;</p>	<p>Invalidating the examination of the concerned course and a fine of Rs.2000/-. Further the candidate is not considered for any moderation and revaluation in the current semester in any course.</p>

<p>Having in one's possession any written matter on scribbling pad, calculator, palm, leg, hand or any other part of the body, hand kerchiefs, clothing, socks, instrument box, identity card, hall ticket, scales etc.,</p>	<p>- do -</p>
<p><b>Category 4:</b> Vulgar/offensive writing by the candidate in the answer script;</p> <p>Copying from the material or matter or answers of another student or from similar aid or assistance rendered by another student within the examination hall;</p> <p>Smuggling out or smuggling in the answer script pages or supplementary sheets or tearing them off and/or inserting pages written outside the examination hall into the answer scripts;</p> <p>Copying or taking aid from any material or matter to answer in the examination.</p>	<p><b>For the first time offender</b> – invalidating the examination of the concerned course and a fine of Rs. 2000/-.</p> <p><b>For repeated offender</b> – invalidating the examinations of all the theory and practical courses of the current semester and all the arrear courses registered by the candidate. In addition the candidate has to pay a fine of Rs. 1000/-.</p>
<p><b>Category 5:</b> Destroying any evidence of malpractice, like, tearing or mutilating the answer scripts or running away along with the answer scripts from the examination hall.</p>	<p>Invalidating the examinations of all the theory and practical courses of the current semester and all the arrear courses registered by the candidate. In addition the candidate has to pay a fine Rs. 2000/-</p>
<p>Category 6: Impersonating or allowing any other person to impersonate to answer in his/her place in the examination hall.</p>	<p>The examinations of all the courses registered by the candidate are invalidated and further the student is debarred from continuing his studies. This is applicable for the impersonator also, if he/she is a student of PSN College of Engineering and Technology. If the impersonator is an outsider it will be referred to the police.</p>

*Notwithstanding what is stated above, any other activity in which the student has indulged and which in the opinion of the authorities of PSN College of Engineering and Technology constitutes malpractice will be construed as malpractice.*



### ANNEXURE III

#### Evaluation Procedure to be followed for Internal and External assessment of English Language Lab for Engineers for III B.E. students

- This should be conducted as a lab and not as a theory paper.
- The end semester examination should be conducted along with all other practical examinations and should not be conducted separately.
- The award of internal and external marks should be done following the same procedure adopted for other practical examinations coming under autonomous scheme.

#### For internal evaluation:

Observation submission in time	:	10 marks
Record submission in time	:	10 marks
Model test	:	20 marks
Record	:	05 marks
Attendance	:	05 marks

-----  
Total: 50 marks

The activities prescribed for the lab should be classified into two categories: One set for final end semester examination and another set for record purpose only and not for examination. As such, the content is divided into two parts – Observation part and Record part. The contents coming under Observation part will be for end semester examination. The classification was done as follows:

#### Contents coming under Observation part:

- Word formation test
- Pronunciation test
- Listening test
- Powerpoint presentation
- Group Discussion
- Mock Interview

All the above should be conducted in the regular lab hours allotted by the respective departments.

#### For Word formation and Pronunciation tests:

The Department of English should prepare test papers for conducting word formation test and pronunciation test separately. Minimum 15 test papers should be prepared so that the ratio of test papers to students should be 1:4. The test taken by the students should be evaluated for 10 marks each for word formation test and pronunciation test. Marks should be awarded based on the performance in the tests. The evaluated test paper should be filed in the observation record and the marks awarded should be entered in the register maintained by the faculty.

#### For Listening test:

Since this is an online test, the student should perform the test in a computer and shall take a print out. The print out given by the student shall be evaluated for 10 marks and based on the performance the marks shall be awarded. The evaluated test paper should be filed in the observation record and the marks awarded should be entered in the register maintained by the faculty.

**For Powerpoint presentation:**

The student should give a presentation on a topic. The presentation should be done for atleast 6 minutes. The powerpoint presentation should be given in the form of a print out to the faculty for evaluation. Two slides can be accommodated in an A4 sheet. The presentation given by the students should be evaluated for 10 marks. Marks should be awarded for the presentation and not for contents of the print out given by the student. The evaluated test paper should be filed in the observation record and the marks awarded should be entered in the register maintained by the faculty.

**For Group Discussion and Mock Interview:**

For group discussion, a maximum of 6 students can be formed as a group. The department should prepare an evaluation sheet to evaluate the performance of the participating students. The students should be evaluated for 10 marks based on their participation in the discussion. The evaluated test paper should be filed in the observation record and the marks awarded should be entered in the register maintained by the faculty.

Mock interview shall be conducted individually for all the students. Performance should be evaluated by the faculty and recorded. The students should be evaluated for 10 marks based on their participation in the discussion. The evaluated test paper should be filed in the observation record and the marks awarded should be entered in the register maintained by the faculty.

**The average of the marks obtained in the above six tests should be taken as the marks for observation.**

**End semester practical examination will be conducted for the tests coming under observation part only.**

**Contents coming under Record part:**

- Writing technical reports (2 reports)
- Resume types (5 nos.)
- CV/Bio data (2 nos.)
- Job application/Cover letter (1 no.)

The faculty should give theory of practice for the above mentioned record part and prepare the students. The reports/resume/letters prepared by the student are evaluated by the faculty. All the evaluated papers should be compiled and submitted by the student as record during the time of external examination. The record prepared by the student shall be evaluated for 10 marks

**External Evaluation:**

The external evaluation should be done on the content given under observation part in the following way.

<b>Test</b>	<b>Max. Marks</b>
Word formation test	10
Pronunciation test	10
Listening test	10
Powerpoint presentation	10
Group discussion	20
Mock Interview	20
Record	20
<b>Total</b>	<b>100</b>