

HANDBOOK 2015-2016



LOURDES MATHA COLLEGE OF SCIENCE & TECHNOLOGY

An ISO 9001-2008 Certified Institution

(Promoted by Lourdes Matha Catholic Educational Society)

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HANDBOOK 2014-2015

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OUR VISION

The vision of Lourdes Matha Educational Society is to establish a “centre of excellence” in the field of Engineering and Technology to mould world class professionals.

OUR MISSION

LMCST is committed to mould world class professionals to meet the present and future needs in the global market. We will strive to achieve the mission by creating an excellent learning environment with the state of art technology and a team of competent and dedicated teachers by providing value based education to mould a younger generation with integrity and character capable of achieving progress and prosperity through selfless service to humanity.



1. COLLEGE AT A GLANCE

1.1. Brief History

The reputation, painstakingly achieved over the years by the Christian Community in Kerala in the field of both basic and higher education, is the result of the synergic action fuelled with the right vision, commitment and hard work put in by our predecessors. The new educational policy introduced recently by the Govt. of Kerala, encouraging self financing institutions in the field of Engineering and Technology, has been catalytic to the visionaries among us to think in this line also. As flag bearers of excellence in professional education in South Kerala, “*Lourdes Matha Catholic Educational Society*” was given birth by the initiative of Rev. Fr. Joseph Kurinjiparampil, with the encouragement and association of a few Syrian Catholic Parishionaries in Thiruvananthapuram, who have left indelible imprints in the segment of education and with the blessings and patronage of His Grace Mar Joseph Powathil, the then Archbishop of Changanacherry.

Lourdes Matha College of Science and Technology established by the “*Lourdes Matha Catholic Educational Society*” has been approved by the Govt of Kerala and the All India Council for Technical Education (AICTE) vide order No: 06/06/KER/ENGG 2002-03 dated 27-05-2002 and is affiliated to the University of Kerala.

The College has a spacious campus of 25 acres at Kuttichal, a rustic village in the outskirts of Thiruvananthapuram city, hardly 24 km away from it. The scenic beauty and virgin surroundings of the picturesque lush green rubber plantations in the back drop of misty Western Ghats and the serene, tranquil hillock provide a perfect environment for harmonious study. The vision of the Lourdes Matha Educational Society is to establish a “*Centre of Excellence*” in the field of Engineering and Technology to mould world class professionals.

The College is governed by a Governing Board consisting of 25 members. His Grace Mar Joseph Perumthottam, the Archbishop of Changanacherry is the Patron and Spiritual Guide and Rev. Dr. Mani Puthiyidom, Vicar, Lourdes Forane Church is the President.

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17	Mr. Sivarajan M.	Peon		8129918145	
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ESTATE STAFF

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CANTEEN

1	Mr. Shaji Joseph	Canteen Supervisor	9447207851, 04712289940	
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CIVIL CONSTRUCTION

1	Mr. Govinda Pillai P.	Site Engineer	0472 2832477, 9446172212	
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HOUSEKEEPING STAFF

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2	Ms. Ragini. S	Pantry Attendant	0472 2852875	
3	Ms. Rajalekshmi. T	Pantry Attendant	9847407255	
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5	Ms. Ambily S.	Sweeper	0471 2854030	
6	Ms. Bindu. M	Sweeper	9746237401	
7	Ms. Rathikumari T.	Sweeper	9995971670	
8	Ms. Sajeena B.	Sweeper	9747334608	
9	Ms. Sheela.V.	Sweeper	0472 320608	

TRANSPORTATION STAFF

1	Mr. Kamal Basha S	Driver	9947911592	
2	Mr. Mohammed Ismail. A	Driver	0471 2293575	

HOSTELS

1. St.Thomas Hostel for Boys, College Campus

Rev. Fr. Varghese Edachethra (Students Welfare Officer)	Warden	9446197209 0472-2851331
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2. Assissi Hostel for Girls, College Campus

Sr. Jessy Thomas	Warden	9895717940, 0472-2853922
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3. St.Bridgets Hostel for Girls, Plavoor

Sr. Maria	Warden	9605105757
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1.4 INTERCOM EXTENSION NUMBERS

President	101
Secretary	102
Director	201,202
Principal	203
Treasurer	103
Joint Secretary	164
Reception	222,9
TA to Director	206
Administrative Office	207,188
Office Superintendent	507
Accounts	154,208,173
Library	156
Auditor	723
Server Room	444
HOD (Applied Sciences)	216
HOD (ECE)	301
HOD (CSE & IT)	401
HOD (ME)	166
HOD (EEE)	174
HOD (MBA)	158
HOD (MCA)	178
Staff Room (Civil)	242,606,607
Staff Room (Applied Sciences & Humanities)	231
Staff Room (ECE)	306,195
Staff Room (CSE)	406,506
Staff Room (IT)	221, 159
Staff Room (ME)	165
Staff Room (EEE)	167,223
Staff Room (MCA)	152
Staff Room (MBA)	157,192



Exam Cell (University)	211
Conference Hall	215
Seminar Hall	118
Physical Education	213
Research and Development	236
Electronics Devices Lab	312
Digital Lab	148
Power Electronics Lab	184
Instrumentation & Control System Lab (ECE)	241
Power System Lab	185
Microprocessor Lab	148
P & S Lab	307
Project Lab (Circuits Lab)	311
Computer Lab A	411
Computer Lab B	412
Computer Lab C	150
Computer Lab D	193
MCA Lab	164
Internet Lab	415
CADD Lab	126
Hydraulics Lab	170
Metrology Lab	169
Microwave Lab	160
Control System Lab (EEE)	185
Thermal Engineering Lab	187
Mechanical Workshop	611
Addl. Workshop Supt.	243
Machine shop	168
Electrical workshop	220
Pantry	217,176
Electrician Room	162



Photostat	172
Book Shop	175
Store Office	163
Canteen	218
Construction Site	183
Ladies Hostel	251
Boys Hostel	198,199
Driver's Room	124
Security (Main gate)	153
Security (Kallode gate)	131

HOTEL MANAGEMENT

Principal	128
Office	127
Administration	147
Staff Room	134
Library	133

2. UNIVERSITY REGULATIONS

2.1 B.Tech./B.Tech. (Honours) - Kerala Technological University

In exercise of the Powers conferred under Clause 44 of the Ordinance, the Executive Committee of the University hereby promulgate the Ordinance for the University for the Academic Year 2015-2016. This Ordinance shall come into effect from the date of its publication in the Gazette.

1. Admission to Bachelor of Technology / B.Tech. / B.Tech. (Honours)

- a. Eligibility for admission to the B.Tech., programme, admission policy and procedure shall be decided from time to time by following the guidelines issued by the Government of Kerala and the Government of India and other statutory body such as AICTE.
- b. Subject to Clause 1(a), Admission to B.Tech., shall be based on the guidelines given by the State and Central Governments on reservation. Candidates for admission to B.Tech., programme shall have passed the Higher Secondary Examination, Kerala or 12th Standard V.H.S.E., C.B.S.E., I.S.C or any other examination considered equivalent to the above mentioned ones. Other



eligibility criteria for admission is currently prescribed by the Government of Kerala through Government orders which is based on the entrance examination conducted by the Commission for Entrance Examinations, Government of Kerala and the marks in the qualifying examination subject to the relaxations allowed for backward classes and other communities as specified from time to time.

- c. The Branches of study and number of students admitted are to be based on the approval by the All India Council for Technical Education and the Kerala Technological University.
- d. Notwithstanding all that is stated above, the admission policy may be modified from time to time by the University, particularly to conform to directions from the Government of Kerala and the Government of India.
- e. The B.Tech., / B.Tech. (Honours) programme is a credit based programme. The duration of the B. Tech / B. Tech (Honours) programme will normally be four academic years spanning 8 semesters. The maximum duration shall be six academic years spanning 12 semesters.

2. Examination

- a. At the end of the semester, end semester examination will be conducted in all lecture based courses offered in the semester and will normally be of three hours duration, unless otherwise specified. Supplementary examinations shall be conducted before the commencement of the next semester, for students who are eligible and have registered for them.
- b. Students, who have completed a course but could not write the end semester examination for valid reasons like illness or personal exigencies, are allowed to write the supplementary examination or the end semester examination at the next opportunity and earn the credits without having to register for the course again provided they meet other eligibility criteria.
- c. The main eligibility criteria for the end semester examination are attendance in the course, internal marks and no pending disciplinary action. The minimum attendance for appearing for the end semester examination is 75% in each course. Further, the internal evaluation marks in the course should be 45% or above. Students who do not meet these eligibility criteria are awarded an FE grade and have to register for the course again.
- d. Students who could not write the end semester examination due to health reasons or other exigencies can register for the supplementary examination, with the approval of the principal provided they have 45% or above marks in the internal evaluations for the course. Candidates who received F grade



can also write the supplementary examination. Grades awarded in the supplementary examination will be taken as the end semester grades in these courses.

3. Eligibility for Award of Degree

The award of B. Tech. / B. Tech. (Honours) degree shall be based on the recommendation of the Academic Committee and the approval of the Board of Governors and in accordance with the academic regulations, if any, issued for the said purpose by the University.

Award of B. Tech. Degree

A student will be eligible for the award of B. Tech. Degree of the University on satisfying the following requirements.

- i) Earned credits for all the core courses and the Project.
- ii) Earned the required minimum credits as specified in the curriculum for the branch of study.
- iii) No pending disciplinary action.

4. Fee charged by the University

Fee charged for the programme shall be decided by the University from time to time and informed to all concerned for compliance.

5. Discipline of the student – Action against breach of discipline

Every college shall have a Student's Welfare Committee and a Disciplinary Action Committee, constituted by the Principal of the college. Each college should have a Grievance Redressal and Appeals Committee constituted by the Principal to address the grievances of the students and to consider their appeals on any decisions made by the college. Details on the constitution and terms of reference are outlined in 7-x, 7-y, and 7-z.

6. Breach of guidelines and unfair practices in Examinations

These are viewed seriously and appropriate actions are to be taken by the colleges as detailed in 7-x.

a. Language of Instruction and Examination.

Unless otherwise stated, the language of instruction and examinations shall be English.

b. Academic Calendar.

The University shall publish in its website the academic calendar for every academic semester indicating the commencement of the semester and



beginning of instruction. It will specify the course registration and enrolment dates, the schedule for mandatory internal tests for theory courses, dates by which laboratory/practical evaluations are to be completed, date for finalization of internal marks, last instruction day in the semester, planned schedule of end semester examinations and result declaration as well as approved holidays falling within the semester. Schedules for the supplementary examinations and result declaration dates are to be included in the calendar. Summer course schedule and result declaration have also to be indicated in the calendar. Additionally colleges may publish their academic calendar, in line with the University academic calendar, indicating other schedules and events they plan to conduct during the semester.

c. Branches of B. Tech. Programmes.

The Branches of B. Tech. /B. Tech. (Honours) programme offered by the University are listed separately at the end of this Ordinance.

d. B. Tech. Programme Structure

- i) B. Tech. / B. Tech. (Honours) programme in all branches of study is structured on a credit based system following the semester pattern with continuous evaluation allowing flexibility for students to decide on the duration of programme completion.
- ii) The duration for the B. Tech. /B. Tech. (Honours) programme in all branches of study, will normally be 8 semesters.
- iii) The maximum duration shall be six academic years spanning 12 semesters.
- iv) Each semester shall have 72 instructional days, followed by end semester examinations.
- v) A student can opt for B.Tech. (Honours) at the end of the fourth semester.
- vi) The curriculum of any branch of the B. Tech. programme is designed to have a minimum of 180 academic credits and 2 additional pass/fail credits, for the award of the degree.
- vii) The University follows Credit System and Credits are apportioned among the following knowledge segments.



B.Tech. Programme.

<u>Knowledge Segments</u>	<u>Credits</u>
Basic Sciences	10 [8 Theory+ 2 Labs]
Mathematics	16
Humanities	9
Basic Engineering	29 [25 Theory +4 Labs]
Professional Engineering	89 [80 Theory +9 Labs]
Electives	15
Seminar	2
Comprehensive Viva	2
Design Project	2
Project	6
Total Academic Credits:	180
Student's Activities	2 [Audit-Pass/Fail]
Total credits for B.Tech. Degree	182

Credits are assigned to courses based on the following general pattern.

One credit for each lecture hour per week for one semester

One credit for each tutorial hour per week for one semester

One credit for each laboratory/ practical session of 2 or 3 hrs, per week for one semester

- viii) In a semester normally up to six lecture based courses and three laboratory/practical courses, carrying a maximum credit of 26, could be offered.
- ix) University may allow students to transfer credits they have earned at other Universities and Academic Institutions, as per the guidelines given by the Academic Committee and approved by the Board of Governors.
- x) Student Activities Points:

To be an engineer capable of competing globally, in addition to technical knowledge and skills, students should develop excellent soft skills, nurture team work and leadership qualities and have an entrepreneurial and trail blazing outlook. To achieve this, in addition to academics, students are to actively engage in co-curricular and extra- curricular activities. For such activities, points are allotted. On getting a minimum of 100 activity points the student passes the course and earns 2 credits



which do not count for the CGPA but mandatory for the award of the degree. Listing of these activities and the maximum points that could be earned by engaging in them are given at the end of this document. Additional activities could be included in the list with the approval of the Academic Committee.

e. Curriculum, List of Courses and Syllabi

- i) Every branch of study in the B.Tech., programme will have a curriculum, list of courses, syllabi and course plans approved by the Academic Committee of the University.
- ii) Courses are categorized as Core Theory (CT), Core Practice (CP) and Electives (EL).
- iii) Each course has a course number. Course number includes the offering department or knowledge segment code and a three digit number. Knowledge segment code is used when a course is offered by any one or more departments with the same course content and syllabus. Details on this are given under Rule, RU-1.

f. Faculty Advisor/Counsellor

All students shall have faculty advisors whose role will be:-

To guide and help students on academics

To monitor their progress in academics and advise them

To counsel them and hand-hold them in any difficulty

g. Course Registration and Enrolment

It is mandatory for students to register for the courses they want to attend in a semester. Students admitted freshly to the first semester, are advised to register for all courses listed for the semester. However they do not have to enrol for the semester. All other students are required to register at the end of the semester for the courses they desire to take in the coming semester. They have to enrol for these courses at the beginning of the new semester, based on the previous semester results. This allows them to make changes in the list of courses already registered for. Before enrolment, students should clear all dues including any fees to be paid and should not have any disciplinary issues pending. The dates for registration and enrolment will be given in the academic calendar. Any late registration or enrolment, allowed up to 7 working days from the stipulated date, will attract a late fee.

A student can withdraw from a course or substitute one already registered



by another on valid reasons with the approval of the faculty advisor. However this has to be done within seven working days from the commencement of the semester. The maximum number of credits a student can register in a semester is limited to 26.

h. Course Completion and Earning of Credits

Students registered and later enrolled for a course have to attend the course regularly and meet the attendance rules of the university [RU-2] and appear for all the internal evaluation procedures for the completion of the course. Credits for the course are earned only on getting a pass grade in the composite evaluation.

i) Core courses, Prerequisites and Electives

All courses listed in the curriculum, other than the electives, are core courses. Earning credits in the core courses is mandatory for the B. Tech. degree. For electives, failure to earn credits does not necessarily require repeating the course. Instead another approved elective is permitted as a replacement course by the faculty advisor concerned. For some courses there could be a prerequisite course completion requirement for registration.

J) Summer Courses

Students who could not earn the required minimum credits at the end of the second or fourth semester have two options to continue with the studies. They may register again for the courses, when they are offered in the next academic year. However, there is also a provision to run summer courses in failed courses for these students who may register and attend the course and write the final examination. This provision is only for students who have got 45% or more in the internal evaluation for the courses they attended in the regular semester.

Students should have 75% attendance in the summer course to write the examination.

For the final grading their internal evaluation marks obtained in the regular semester in which they had undergone the course shall be applicable. Summer courses are to be conducted for a minimum of 20 contact hours for each course. Summer courses are to be offered only at the end of the second and fourth semesters for the courses covered till that semester. They will be conducted either by all colleges or only by some, depending on the number of students registering for them. Details of summer courses planned will be announced by the colleges after the declaration of the even semester results. Final examination for summer courses will be conducted by the University.



Based on the availability of faculty and the number of students opting for courses, it will be the prerogative of the colleges to decide on the summer courses to be offered.

Options for the fifth and higher semesters

For higher semesters, i.e., fifth semester onwards, summer courses are not offered. Failed students who have less than 45% marks in internal assessments have to register again for the course in the regular semester in which it is offered and complete the course as per the regulations and appear for the end semester examination. Failed students having 45% marks or more in internal assessments have the option to register again for the course as mentioned above or register only for the end semester examination without attending the course again. A separate registration format will be available for this. This option is available in all semesters.

k) Contact Courses

If a student has to earn credits only just for one course to qualify for the degree after completing eight semesters of study, the college concerned may offer a contact course on a written request by the student. The contact course is considered as fresh registration and is to be offered by the teacher concerned who shall conduct the internal evaluation procedures and allot the marks as per the regulations. Minimum contact hours for the course shall be 20. The final examination will be conducted by the college and shall be monitored by the external academic auditor. Question paper for the examination will be given by the Controller of Examination. No grade above C shall be given for a contact course.

l) Academic Assessment/Evaluation

Academic Evaluation of Courses

University follows a continuous academic evaluation procedure.

Academic evaluation procedure and corresponding weights are as follows:-

- a) For theory courses: - $\frac{1}{3}$ rd weightage for internal evaluation and $\frac{2}{3}$ rd for end semester examination.

For convenience, the maximum marks for internal evaluation and end semester examination for theory courses are fixed as 50 and 100 respectively.

Scheme of evaluation is as follows.

- i) Two internal tests each of 20 marks and of one hour duration. (Internally by the College)



- ii) Tutorials/Assignments/Mini Projects carrying 10 marks. (Internally by the College)
- iii) End Semester examination carrying 100 marks. (Conducted by the University)

All the above evaluations are mandatory requirements to earn credits.

Students who have missed either the first or the second test can register with the consent of the faculty and the Head of the Department (HOD) concerned for a re- test which shall be conducted soon after the completion of the second test, but before the end semester examination. The re-test will cover both first and second test course plans. Those who have missed both the tests are not eligible to appear for the end semester examination.

However if one misses both tests due to medical reasons or other personal exigencies, based on genuine evidence, a single test of 2 hour duration for 40 marks will be conducted covering the whole syllabus, before the end semester examinations. Decision on this will be taken by the Principal and verified by the external academic auditor.

b) For Laboratory /Practical /Workshop courses

- i) Practical records /Outputs 60 marks (Internally by the College)
- ii) Regular class Viva 10 marks (Internally by the College)
- iii) Final written test/quiz 30 marks (Internally by the College)

All the above assessments are mandatory to earn credits. If not, the student has to complete the course/assessments during his free time in consultation with the faculty members. On completion of these, grades will be assigned. In case the Practical /Laboratory/Workshop courses are not completed in the semester, grade I (incomplete) will be awarded against the course and the final grade will be given only after the completion of the course/assessments.

c) Comprehensive Examination

As students appear for placements from seventh semester onwards, comprehensive examination is to be completed in the sixth semester. This examination will be a written cum oral examination covering broadly all courses so far completed [RU-5].

d) Seminar

Each student has to give a seminar on a professional topic of current interest in consultation with the faculty member in charge of the seminar in the Department. The seminar will be evaluated based on RU-6



e) Design Project

Each student or a group of students has to take up a design project. The project topic could be arrived at in consultation with any faculty member in the department. The Evaluation of the project is to be done in two stages. Two project progress evaluations each carrying 20 marks and a final report evaluation and presentation of the project for 60 marks. The project supervisor and two other faculty members from the same or any other department, nominated by the Head of the Department form the evaluation board.

f) Final Semester Project

Students, either individually or in a small batch not exceeding four, have to do a project approved by their faculty supervisor.

Evaluation scheme is given below:-

- | | |
|------------------------------------|---------------------------------|
| i) Two progress assessments | 20% by the faculty supervisor/s |
| ii) Final Project Report | 30% by the Assessment Board |
| iii) Project presentation and Viva | 50% by the Assessment Board |

If the project work is not completed satisfactorily, the student has to put in more work and appear again for assessment on a specified date, not earlier than one month after the first evaluation. If the student fails in the project, a fresh registration for the project for one semester is mandatory.

The project assessment board shall consist of the following members.

Chairman: Head of the Department

Members: Project supervisor/s of the student

One faculty member from the Department

One faculty member from a sister Department

An external expert, either from an academic/research institute or industry

m) Eligibility to Continue

A student has to earn a minimum number of credits in a semester to be eligible to register for the new courses offered in the next semester. In odd semesters if this requirement is not met, the student is to be forewarned and allowed to continue to the next even semester. However at the end of even semesters this requirement will be strictly implemented. Summer courses are offered to those who do not satisfy this norm after the 2nd as well as the 4th semesters. Students who do not meet this requirement are not permitted to register for new courses in the higher semesters. They have to register for the failed courses in normal



semesters in which they are offered subject to the limitations imposed by the ordinances and course timetable.

Action plan, for dealing with course arrears in theory courses at the end of each semester to continue with the programme, is given below. Faculty advisors shall monitor advice and support the students in this. Students should be informed about the minimum cumulative credits requirement to register for higher semester courses.

Eligibility Criteria for Registering for Higher Semester Courses

Semester	Allotted Credits	Cumulative Credits	Minimum cumulative credits required to register for courses in higher semesters
First	24	24	Not insisted
Second	23	47	35
Third	24	71	Not insisted
Fourth	23	94	80
Fifth	23	117	Not insisted
Sixth	23	140	126
Seventh	22	162	Not insisted
Eighth	18	180	

n) Course Committees and Class Committees

These committees are to be in place in each college affiliated to the University.

a) Course Committee

This is for common courses (electives are excluded) offered to students admitted for the B. Tech. programme irrespective of their branch of study. Each of such courses will have a course committee constituted by the Principal of the college.

The chairman of the course committee shall be a senior faculty member not offering the course.

Members:-

- i) All teachers offering the course.
- ii) Four student representatives nominated by the Principal.

b) Class Committee

Beginning from the third semester, all branches of study will have class committees for every semester constituted by the respective Heads of Departments.



The chairman of the committee shall be a senior faculty member who does not offer any course during that semester.

Members:-

- i) All faculty members teaching courses in that semester.
- ii) Two student representatives nominated by the head of the Department.

The course committees and class committees shall meet at least thrice in a semester – the first at the beginning of the semester, the second and the third after the first and the second internal tests respectively. Both committees should monitor the conduct of the courses, adherence to the course plan and time schedule, completion of the syllabus, standards of internal tests, evaluation process and difficulties faced by the students and take suitable remedial actions at the appropriate time. At the end of the semester, the committee should meet without student representatives to review the conduct of the course and finalize the internal assessment marks and approve them.

o) Eligibility for writing the end semester examination and for grading

Students with 45% or more marks in internal assessment in a course shall only be permitted to write the end semester examination in that course. Those with less than 45% internal marks shall be awarded FE grade and have to register for the course again.

A student should have a minimum of 45% marks in the end semester examination to be eligible for grading in a course. Otherwise he/she will be considered to have failed in the course and an F grade will be awarded.

Internal marks given to the students who got 45% marks or more in the end semester examination shall be regulated in line with the end semester examination performance. Internal mark percentage shall not exceed 25% over the end semester mark %.

(For example if the end semester mark % is 45, then the maximum internal mark % is to be $45+25 = 70$ %.)

In case the student writes the supplementary examination, the mark got in that will be taken into consideration for regulating the internal marks.

Those who have more than 45% marks in the end semester examination are awarded the grade based on both internal assessment and end semester examination marks. A student earns credits for a course if the grade is P or above.

p) Award of Grades

Grading is based on the % marks obtained by the student in a course, as given in 7q. The grade card will only give the grades against the courses the student has registered.



Semester grade card will give the grade for each registered course, Semester Grade Point Average (SGPA) for the semester as well as Cumulative Grade Point Average (CGPA).

q) Grades and Grade Points

Grades and Grade Points as per UGC guidelines is to be followed by the University

Grades	Grade Point (GP)	% of Total Marks obtained in the course
O (Outstanding)	10	90% and above
A ⁺ (Excellent)	9	85% and above but less than 90%
A (Very Good)	8	80% and above but less than 85%
B ⁺ (Good)	7	70% and above but less than 80%
B (Above Average)	6	60% and above but less than 70%
C (Average)	5	50% and above but less than 60%
P (Pass)	4	45% and above but less than 50%
F (Fail)	0	Less than 45%
FE	0	Failed due to eligibility criteria [7-o]
I		Course Incomplete

SGPA and CGPA are calculated based on the above grading norms and are explained at the end of this document.

r) Academic Auditing

The University shall have a detailed academic auditing procedure in place comprising of an internal academic auditing cell within the colleges and an external academic auditing for each college. The internal academic auditing cell in each college shall oversee and monitor all the academic activities including all internal evaluations and examinations. This cell is to prepare academic audit statements for each semester at regular intervals. These reports are to be presented to the external academic auditor approved by the University, who will use it as a reference for his independent auditing and for the final report to the University.

Academic auditing shall cover:-

- i) Course delivery covering syllabus, adherence to course plan, quality of question papers for internal examinations, internal evaluation, laboratory experiments, practical assignments, mini projects and conduct of practical classes and their evaluation.



- ii) Co-curricular and Extra-curricular activities available for students, their organization and the mechanism of monitoring of activities points earned by the students.
- iii) Academic functioning of the college encompassing students, faculty and college administration covering punctuality, attendance, discipline, academic environment, academic accountability, academic achievements and benchmarking.

s) Break of Study

A student may break study for a maximum duration of two semesters, preferably in one academic year, to initiate start-up ventures, product development etc. This is however permitted only on successfully completing the courses listed out in the first four semesters. Request for this with ample evidence to the seriousness of the venture should be forwarded to the college principal for approval. [RU-3]

Break of study on serious health reasons is also permitted with the approval of the college Principal. [RU-3]

All such cases of break of study are to be reported to the University. In both the cases, the maximum duration for completing the B. Tech. programme will still be twelve semesters.

t) Revaluation and Grade Improvement

There is no provision for revaluation of the end semester answer books or for improving the grade.

However, the student is permitted to check the answer books of the end semester examination after the results are declared. Any discrepancy in evaluation could be brought to the notice of the teacher concerned who will initiate appropriate action on this. The decision of the Controller of Examination shall be final on this.

u) Grade Cards

Students who have written the end semester examination will be given the grade cards for the registered courses, in every semester by the respective colleges. On earning the required credits for the degree, a consolidated grade sheet for the B. Tech programme will be given by the University.

v) B. Tech Degree

B.Tech. degree will not have any classifications like distinction or first class.



w) B. Tech. (Honours)

Accredited departments in institutions, having at least two post graduate programmes, may offer B. Tech. (Honours). It should be noted that students with a CGPA above 8 at the end of the fourth semester and having no credit arrears only are eligible for this option. As only selected institutions may have this provision, students cannot demand this or move later to an institute where this is available. Students have to earn 12 additional credits to get B. Tech (Honours). Furthermore their CGPA at the end of the programme should be 8 or higher. Those who opted for B. Tech (Honours) but unable to earn the required additional credits in 8 semesters or whose final CGPA is less than 8 shall automatically fall back to the B. Tech. programme. However, additional course credits and the grades thus far earned by them will be shown in the grade card but not included for the CGPA.

x) Academic Discipline and Malpractices in Examinations

Every student is required to observe discipline and decorous behaviour.

Any act of indiscipline, misbehaviour and unfair practice in examinations will be referred to the Disciplinary Action Committee (DAC). Malpractices in examinations shall be viewed seriously and any such incident observed or reported by a faculty member or an invigilator associated with the examinations shall be reported to the Principal who in turn shall refer it to DAC. On the basis of the report and evidence available or gathered, DAC shall immediately initiate an enquiry giving the concerned student a chance to explain his/her case. Based on this the committee shall recommend the course of action in line with the guidelines formulated for this by the Controller of Examination of the University and forward it to the Principal for action.

Actions are to be based on the severity of the offence and are to be dealt with, on a course basis. Guidelines on this shall be given by the Controller of Examination which is to be followed by the Disciplinary Action Committee of the college.

The student may appeal to the Grievances and Appeals Committee for a relook on the matter. Based on the committee's report, the Principal shall take a final decision on the matter.

DAC shall be headed by a department head and shall have three other faculty members drawn from different departments as members. In case of malpractices in end semester examinations, the report given by the college DAC and the action taken by the Principal shall be intimated to the Controller of Examination of the University



y) Student's Welfare Committee

Every college shall have a Student's Welfare Committee, constituted by the Principal of the college. This committee shall have at least three faculty members as members and the chairman shall be a senior faculty member in the rank of a Professor. This committee is entrusted with the task of looking after the welfare of the students by taking appropriate steps with the concurrence of the principal.

z) Grievances and Appeals Committee

Each college should have a Grievances Redress Committee constituted by the Principal to address the grievances of the students and to consider their appeals on any decisions made by the college. This committee consisting of at least three faculty appeals and give its recommendations to the Principal for action.

8) Amendment to Ordinance/ Regulations/Rules

Notwithstanding all that has been stated above, the University has the right to modify any of the above Ordinance/Rules/regulations from time to time.

RULES:

RU-1 Course Code and Course Number

Each course is identified by a course code and a three digit number. The two letter code refers to the department offering the course or the knowledge segment of the course. The knowledge segment code is used when the course is to be offered by different departments either individually or together but having the same syllabus and course plan.

Course Number: MA 101 - This refers to a course in Mathematics with the course number 101.

Course Number: BE 102 - This refers to a course in Basic Engineering.

Course Number is a three digit number and the first digit refers to the Academic year in which the course is normally offered, i.e. 1, 2, 3, or 4 for the B. Tech. Programme of four year duration. Of the other two digits, the last digit identifies whether the course is offered normally in the odd (odd number), even (even number) or in both the semesters (zero). The middle number could be any digit.

MA 101 is a course in Mathematics offered in the first semester.

EE 344 is a course in Electrical Engineering offered in the sixth semester.

PH 110 is a course in Physics offered both the first and second semesters.

BE 102 is a course in Basic Engineering offered by one or many departments. These course numbers are to be given in the curriculum and syllabi.



RU-2 Attendance

Attendance is marked for each course. While 75% attendance is mandatory for writing the end semester examination in that course, students are expected to have 100% attendance. However under unavoidable circumstances students are permitted to take leave. Leave is normally sanctioned for any approved activity taken up by students outside the college covering sports and other extracurricular activities. Leave is also permitted on medical grounds or on personal exigencies. Leave of absence for all these is limited to 25% of the academic contact hours for the course.

Principal can relax the minimum attendance requirement to 60%, to write the end semester examination. This is permitted for one or more courses registered in the semester. Principal shall keep all records which led to his decision on attendance, for verification by the Academic Auditor. However this concession is applicable only to any two semesters during the entire programme. In case of prolonged illness, break of study is permitted as per RU-3.

RU-3 Break of Study

A student is permitted to have a break of study.

- i) In case of accident or serious illness needing prolonged hospitalization and rest.
- ii) In case the student has a bright idea and would like to initiate a start-up venture or develop a new product.
- iii) In case of any personal reasons that need a break in study.

For break of study due to illness, student should submit all necessary medical reports together with the recommendation of the doctor treating him giving definite reasons for break of study and its duration. Before joining back the student should submit the fitness certificate from the doctor who treated him.

Students who want to initiate a start-up venture or a product development, have to submit a project report, clearly indicating the purpose, action plan, technical details, funding details and future plans to the college Principal. The Principal shall evaluate the proposal by constituting an expert team consisting of a technocrat and a bank executive and take an appropriate decision based on the team's recommendation. In the semester system followed by the University, break of study for an academic year is preferred over a semester break.



Students who want a break in study due to personal reasons shall convince the Principal on the genuine need for it by giving authentic evidence for the same.

RU-4 Leave of Absence

Students who want to take leave under RU2 have to submit a leave letter to the teacher conducting the course. This letter is to be forwarded to the Head of the Department with recommendation of the teacher indicating the total leave of absence the student has so far availed. Leave is to be sanctioned by the Head of the Department. For medical leave over three days, medical certificate indicating the need for leave is required. After any medical leave exceeding five instruction days, on rejoining, the student has to produce the fitness certificate given by the doctor.

RU-5 Comprehensive Examination

This examination consists of two parts. Part one a written test and the other an oral one.

The written examination shall be objective type of 1 hour duration and shall have 50 marks and is to be conducted by the concerned department. Chairman of the oral examination board shall be a senior faculty in the department and the members include two other faculty members of the department and an external expert from another academic institute or an industry. Oral examination shall carry 50 marks. Comprehensive examination may be conducted any time during the 6th semester with sufficient notice given to the students.

RU-6 Seminar

Students have to prepare a detailed report on the topic of the seminar and submit it to the teacher concerned. The seminar is to be of 20 minutes duration with another 5 minutes given for questions and answers. All students in the class have to attend the seminar without fail. Evaluation will be based on the report, seminar presentation as well as on the ability of the student to answer the questions put forward. Faculty member in charge of the seminar and another faculty member in the department nominated by the Head of the Department are the evaluators for the seminar. Distribution of marks for the seminar is as follows.

Marks for the report: 30%

Presentation: 40%

Ability to answer questions on the topic: 30%



RU-7 Ragging

Ragging of any nature is a criminal and non-bailable offence. Involvement in ragging shall lead to stringent punishment, including imprisonment as per the law of the land. A student, whose involvement in ragging is established, shall be summarily dismissed from the college. Each student of the Institute, along with his/her parent, is required to give an undertaking in this regard and the same is to be submitted at the time of registration.

Addendum:-

1. Calculation of SGPA/CGPA

Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) are calculated as follows.

$SGPA = \frac{\sum(C_i \times GP_i)}{\sum C_i}$ where C_i is the credit assigned for a course and GP_i is the grade point for that course. Summation is done for all courses registered by the student in the semester. Here the failed courses are also accounted.

$CGPA = \frac{\sum(C_i \times GP_i)}{\sum C_i}$ where C_i is the credit assigned for a course and GP_i is the grade point for that course. Summation is done for all courses registered by the student during all the semesters for which the CGPA is needed. Here the failed courses are also accounted. CGPA of all courses passed may also be given.

CGPA for the B. Tech programme is arrived at by considering all course credits that are needed for the degree and their respective grade points.

2. Student Activity Points

Activities that a student can engage in and the maximum quantum of points that can be earned from them are listed below.

i) National Level Activities

Code	Name of activity	Max. Activity Points	Minimum Duration
NA1	N S O	70	Two Semesters
NA2	N C C	70	Two Semesters
NA3	N S S	70	Two Semesters



ii) College Level Activities

CA1	Active Member/Office bearer of Professional Societies (Student Chapters)	30/40	Four Semesters
CA2	Elected Office bearer of Student forums	30	Two semesters
CA3	Member/Captain-College Athletic/ Games teams	20/30	Two Semesters
CA3	Executive Member of Student Clubs	20	Two Semesters
CA4	Volunteer for important College functions	20	Two Semesters
CA5	Committee member/ Organizer of Tech Fest/ Cultural Fest/ Conference	20/30	Two Semesters
CA6	Placed within top three in Paper presentation/debate/ cultural competitions etc	30	
CA7	Placed within top three in State level Sports/Games/	30	

Additional 20 points are given for CA3/CA7 if the achievement is at the national level.

iii) Entrepreneurship

EA1	Any Creative Project execution	40
EA2	Awards for Projects	60
EA3	Initiation of Start-ups	60
EA4	Attracted Venture Capital	80
EA5	Filed a Patent	80
EA6	Completed Prototype Development	80

iv) Self Initiatives

SA1	Attend a National Conference	20
SA2	Attend an Int. National Conference	30
SA3	Published/ got an Award for a Technical paper.	30/40
SA4	Organiser of student level Technical Conf/Competition	30



SA5 Foreign language skills	50
SA6 Online courses taken& completed	50

2.2. B.Tech. (Kerala University - 2013 Scheme)

1. Conditions for Admission

Candidates for admission to the B.Tech degree course shall be required to have passed the Higher Secondary Examination, Kerala or 12th Standard V.H.S.E., C.B.S.E., I.S.C. or any examination accepted by the university as equivalent thereto obtaining not less than 50% in Mathematics and 50% in Mathematics, Physics and Chemistry/ Bio- technology/ Computer Science/ Biology put together, or a diploma in Engineering awarded by the Board of Technical Education, Kerala or an examination recognized as equivalent thereto after undergoing an institutional course of at least three years securing a minimum of 50 % marks in the final diploma examination subject to the usual concessions allowed for backward classes and other communities as specified from time to time.

Lateral Entry Scheme is intended to admit meritorious Diploma holders to the Second Year/ Third Semester of the B. Tech courses to acquire a Degree in Engineering. Candidates with diploma in Engineering as given in the above paragraph are eligible for admission to the B. Tech degree course through Lateral entry scheme to the branch of Engineering as per the equivalency list prepared by the Director of Technical Education.

2. Duration of the course

- i) The course for the B.Tech degree shall extend over a period of four academic years comprising of eight semesters. The first and second semester shall be combined and each semester from third semester onwards shall cover the groups of subjects as given in the curriculum and scheme of examination.
- ii) Each semester shall ordinarily comprise of not less than 400 working periods each of 60 minutes duration.
- iii) A candidate who could not complete the programme and pass all examinations within ten (10) years since his first admission to the B.Tech programme will not be allowed to continue and he has to quit the Programme. However he can be readmitted to the first year of the programme if he/she satisfies the eligibility norms applicable to the regular candidates prevailing at the time of readmission.

3. Eligibility for the Degree

Candidates for admission to the degree of Bachelor of Technology shall be required to have undergone the prescribed course of study in an institution



maintained by or affiliated to the University of Kerala for a period of not less than four academic years and to have passed all the examinations specified in the scheme of study

4. Subjects of Study

The subjects of study shall be in accordance with the scheme and syllabi prescribed.

5. Evaluation

Candidates in each semester will be evaluated both by continuous assessment and end semester University examination. The individual maximum marks allotted for continuous assessment and University examination for each subject is as prescribed by the scheme of study.

5.1 Continuous Assessment (CA)

The marks awarded for the continuous assessment will be on the basis of the day-to-day work, periodic tests (minimum two in a semester) and assignments (minimum of three – one each from each module). The faculty member concerned will do the continuous assessment for each semester. The CA marks for the individual subjects shall be computed by giving weightage to the following parameters.

Subject	Attendance	Tests	Assignments/Class Work
Theory Subjects	20%	50%	30%
Drawing	20%	40%	40%
Practical	20%	40%	40%
Project	Work Assessed by Guide – 50% Assessed by a three member committee out of which one member is the guide – 50%		

The CA marks for the attendance (20%) for each theory, practical and drawing shall be awarded in full only if the candidate has secured 90% attendance or above in the subject. Proportionate reduction shall be made in the case of subjects in which he/she gets below 90% of the attendance for a subject. The CA



marks obtained by the student for all subjects in a semester is to be published at least 5 days before the commencement of the University examinations. Anomalies if any may be scrutinized by the department committee. The final CA marks endorsed by the respective students, teachers, senior advisor of the batch, Head of the Department and Principal shall be forwarded to the university within the stipulated time.

5.2. End Semester University Examinations

- i) There will be University examinations at the end of the first academic year and at the end of every semester from third semester onwards in subjects as prescribed under the respective scheme of examinations. Semester classes shall be completed at least ten working days before the commencement of the University examination.
- ii) The examination will be held for all the semesters twice in a year – April/ May session and October/November session.
- iii) During the first year and in each semester thereafter, a student will be permitted to appear for the end semester university examination only if he/she satisfies the following requirements:
 - a) The student shall be physically present in at least 50% of total working periods for each subject.
 - b)
 1. Either the student shall have an attendance not less than 75% of the total number of working periods, including the duty leaves sanctioned by the college and, shall be physically present for a minimum of 60% of the total working periods.
 2. Or the student gets condoned by the University as per clause 5.2.iii.(a) & (d).
 - c) He/she must earn a progress certificate from the Head of the institution of having satisfactorily completed the course of study in the semester as prescribed by these regulations.
 - d) It shall be open to the Vice-Chancellor to grant condonation of shortage of attendance on the recommendation of the Head of the institution in accordance with the following norms:



- 1) The attendance including duty leaves sanctioned by the institution shall not be less than 60% of the total working periods.
- 2) The shortage shall not be condoned more than twice during the entire course. The condonation for combined 1st and 2nd semesters will be reckoned as a single condonation for shortage of attendance.
- 3) The condonation shall be granted subject to the rules and procedures prescribed by the university from time to time.
- iv) a) A student can register for VI semester University examination only if he/she has passed fully the combined first and second semester examination.
b) A student can register for VII semester University examination only if he/she has passed fully III semester examination.
c) A student can register for VIII semester University examination only if he/she has passed fully IV semester examination.
d) Students will be getting four chances to appear for each examination (first appearance + three supplementary chances) to clear the above condition for promotion. As this is an academic prerequisite, no exemption should be granted in this case.
- v) A student who is not permitted to appear for the University examinations for a particular semester due to the shortage of attendance and not permitted by the authorities for condonation of shortage of attendance shall repeat the semester at the earliest opportunity offered to him/her. This provision is allowed only once for a semester. However prior permission from the University should be obtained before readmitting the student to the respective semester.
- vi) A student who does not register for the university examination of a particular semester will not be eligible to enroll for next higher semester.
- vii) The university will conduct examinations for all subjects (Theory, Drawing & Practical).
- viii) The scheme of valuation for theory/drawing subjects will be decided by the respective Chief Examiner based on the discussions with the additional examiners. Any discrepancy in question paper shall be reported to the Chairman of Board of Studies/ Controller of Examination and the

recommendation received shall be incorporated in the scheme of valuation. The scheme of valuation shall be submitted along with the mark list to the Controller of Examinations.

- ix) For practical examinations, the Chairman, Board of Examination will prepare the scheme of valuation as per the guidelines given in the syllabus for the practical subject and give necessary instruction to the examiners. The student shall produce the certified record of the work done in the laboratory during the examination.

6. Letter Grades

- i) For each subject in a semester, a letter grade (S, A+, A, B+, B, C+, C, D, E and F) will be awarded, based on the total marks obtained by the student in the University examination and Continuous assessment put together.
- ii) Letter grade corresponding to total marks (C.A marks+ University Exam mark) and the corresponding grade point in a ten-point scale is described below.

% of Total marks (C.A marks + University Exam mark)	Letter Grade	Grade Point (GP)	Remarks
90 % and above	S	10.0	Excellent
85 % and above but less than 90%	A+	9.0	
80 % and above but less than 85%	A	8.5	
75 % and above but less than 80%	B+	8.0	
70 % and above but less than 75%	B	7.5	
65 % and above but less than 70%	C+	7.0	
60 % and above but less than 65%	C	6.5	
55 % and above but less than 60%	D	6.0	
50 % and above but less than 55%	E	5.5	
Below 50% (C.A + U.E) or below 40 % for U.E only	F	0	Failed



- iii) Letter grade 'F' will be awarded to the student for a subject if either his/her mark for the University examination is below 40 % or the total mark (C.A marks + University Exam mark) is below 50 %.
- iv) For subject with no university examination, Letter grade 'F' will be awarded if CA marks is below 50%.
- v) Both absolute mark and Grade will be indicated in the grade card.

7. Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA)

Grade point average is the semester wise average points obtained by each student in a 10-point scale. GPA for a particular semester is calculated as per the calculation shown below.

$$\text{GPA} = (\sum \text{Credit} \times \text{GP obtained for the subject}) / \sum \text{credit for subject}$$

Cumulative Grade point Average (CGPA) is the average grade points obtained by the students till the end of any particular semester. CGPA is calculated in a 10 point scale as shown below.

$$\text{CGPA} = (\sum \text{Credits for semester} \times \text{GPA obtained for the semester}) / \sum \text{credits for the semester}$$

GPA and CGPA shall be rounded to two decimal points. The Grade card issued to the students shall contain subject number and subject name, credits for the subject, letter grades obtained, GPA for the semester and CGPA up to that particular semester. In addition to the grade cards for each semester all successful candidate shall also be issued a consolidated statement grades. On specific request from a candidate and after remitting the prescribed fees the University shall issue detailed mark to the individual candidate.

8. Minimum for a pass

- i. A candidate shall be declared to have passed a semester examination in full in the first appearance if he/she secures a GPA of 5.5 or above with 'E' grade or above for all the individual subjects in that semester.
- ii. A candidate shall be declared to have passed in an individual subject of a semester examination if he/she secures grade 'E' or above.
- iii. A candidate who does not secure a full pass in a semester examination as per clause 8.(i) above will have to pass in all the subjects of the semester



examination as per clause 8. (ii) above, before he is declared to have passed in that semester examination in full.

9. Improvement of Grades

- i) A candidate shall be allowed to re-appear for a maximum of two subjects of a semester examination in order to improve the marks and hence the grades already obtained subject to the following conditions:
 - a) The candidate shall be permitted to improve the examination only along with next available chance.
 - b) The candidate shall not be allowed to appear for an improvement examination for the subjects of the VIII semester.
 - c) The grades obtained by the candidate for each subject in the improvement chance he/she has appeared for or the already existing grades – whichever is better will be reckoned as the grades secured.
 - d) First & Second semester will be counted as a single chance and they can improve a maximum of three subjects.
- ii) A candidate shall be allowed to repeat the subjects in one or more semesters in order to better the CA marks obtained already, provided:
 - a) He/she shall repeat all the subjects in a particular semester.
 - b) This provision is allowed only once for a semester and that too at the earliest opportunity offered to him/her, along with the immediate succeeding batch.
 - c) A student enrolled for a higher semester is not permitted to repeat a lower semester.
 - d) He/she shall not be allowed to better the CA marks obtained already in any semester if he/she has already passed that semester examination in full.
 - e) The CA marks obtained by the repetition of the course work will be considered for all purposes.
- iii) A candidate shall be allowed to withdraw from the whole examination of a semester in accordance with the rules for cancellation of examination of the University of Kerala.

10. Classification of Successful candidates

- i) A candidate who qualifies for the degree passing all the subjects of the eight semesters within five academic years (ten consecutive semesters after



the commencement of his/her course of study) and secures not less than 8 CGPA up to and including eighth semester (overall CGPA) shall be declared to have passed the B.Tech degree examination in **FIRST CLASS WITH DISTINCTION**.

- ii) A candidate who qualifies for the degree passing all the subjects of the eight semesters within five academic years (ten consecutive semesters after the commencement of his/her course of study) and secures less than 8 CGPA but not less than 6.5 CGPA up to and including eighth semester shall be declared to have passed the B.Tech degree examination in **FIRST CLASS**.
- iii) All other successful candidates shall be declared to have passed the B.Tech Degree examination in **SECOND CLASS**.
- iv) a) Successful candidates who complete the examination in four academic years (Eight consecutive semesters) after the commencement of the course of study shall be ranked branch-wise on the basis of the CGPA in all eight semesters put together.
 - b) In the case of a tie in the CGPA the total marks of the students who have got same CGPA shall be considered for finalizing the rank.
 - c) Students who pass the examination in supplementary examination are also covered under this clause.
 - d) Students admitted through Lateral Entry scheme shall not qualify for ranking.

11. Educational Tour

- i) The students may undertake one educational tour preferably after fourth semester of the course. There shall be at least two technical visits incorporated in the tour.
- ii) The tour may be conducted during the vacation / holidays taking not more than 5 working days, combined with the vacation / holidays if required. Total number of tour days shall not exceed 15 days.
- iii) The working days used for educational tour will be considered as working periods of a semester. For students not attending the tour, respective departments should take measures to record their attendance in college or arrange for alternate industrial visits during the same period.
- iv) Students shall include the report of the industrial/technical visits made during the educational tour in the industrial visit report to be submitted in the VIII semester for evaluation.



12. Revision of Regulations

The University may from time to time revise, amend or change the regulations, curriculum, scheme of examinations and syllabi. These changes unless specified otherwise, will have effect from the beginning of the academic year / semester following the notification of the University.

2.3. MCA

2.3.1. Conditions for Admission

- i) Candidates should have passed Bachelors Degree of minimum three years duration after 10+2 level with a minimum of 50% marks in the subject component(s) in any discipline with Mathematics/Statistics/Computer Science/Computer Application/Engineering and Technology as a Main/Subsidiary/Core subject.
- ii) Subject to the regulation relating to the prescribed minimum of the respective qualifying examination, the minimum marks for admission to the course of studies shall be 35% in the case of candidates belonging to SC/ST.
- iii) Candidates belonging to backward classes shall be given a relaxation of 2% marks from the prescribed minimum for admission.
- iv) There will be an Entrance Test for admission to the course.
- v) Final year B.Sc/B.Com/B.Tech students are also permitted to appear for the Entrance Examination subject to the condition that the entire mark list of qualifying examination shall be produced by the candidate for the allotment.

2.3.2. Duration of the Course

The course shall extend over a period of three academic years consisting of six semesters.

2.3.3. Requirements of Attendance and Progress

A candidate will be deemed to have completed the course of any semester only if:

- a. He/she has put in not less than 75% of attendance.
- b. His/her progress and conduct have been satisfactory.



2.3.4. Procedure for completing the course

The academic year will be divided into two semesters, the odd semester normally commencing at the beginning of the academic year and even semester ending with the academic year.

- a. The course work in the subjects of study of the odd semesters will ordinarily be conducted only in odd semesters and that of even semesters, only in even semesters.
- b. A candidate may proceed to the course of study of any semester (other than the first semester) if and only if he/she has completed the course in the previous semester and has registered for the examination of the previous semesters.
- c. A candidate who is required to repeat the course of any semester for want of attendance/progress or who desires to rejoin the semester upon his/her own request is specially permitted to repeat the semester in order to improve his performance, may rejoin the semester for which he/she is eligible or permitted to rejoin.

2.3.5. Assessment

- i) The assessment will comprise of sessional mark for continuous evaluation and semester examinations. Certain subjects have only sessional assessments.
- ii) There is no improvement scheme. However a student can cancel the whole examination and reappear for improvement.
- iii) University examinations will be conducted at the end of each semester for the subjects offered during that semester.
- iv) Semester examinations will normally be conducted in October/November and in April/May of each year.
- v) Sessional marks will be awarded on the basis of continuous assessment made during the semester as per guidelines framed by the University.

2.3.6. Sessional Marks

The sessional marks are awarded based on 2 class tests and assignments/lab reports for theory/ practical and attendance. Split up is shown below:



Theory

Attendance	20%
Assignments (minimum 2)	30%
Class tests (minimum 2)	50%

Practical

Attendance	20%
Performance in the lab (Lab reports and experiments)	40%
Lab tests (minimum 2)	40%

Mini Project

Attendance	20%
Topic	10%
Performance	30%
Evaluation	40%

Main Project

Topic	10%
Performance	50%
Evaluation	40%

For seminars, the sessional marks are based on presentation / seminar report and participation. The students are required to present the progress (in respect of project works) twice to the Department Faculty.

2.3.7. Pass requirements/classification of successful candidates

- i. A candidate shall be declared to have passed the semester examination in full if he/she secures not less than 40% marks in written examination and not less than 50% marks in written (university) plus sessional marks put together in each paper. This rule applies to practicals also. In the case of project works the student has to earn a minimum of 50% in university examination and a minimum of 50% for University examination plus sessional marks put together for a pass. For the subjects which have only sessional marks, a minimum of 50% is required for a pass.

If a student fails in one or more subjects, he/she needs to reappear only in those subjects.



- ii. A candidate who successfully completes the course and satisfy all the passing requirements of the six semesters within five academic years of joining the course will be declared to have qualified for Degree.
- iii. A candidate who qualifies for the Degree and secures not less than 75% of the aggregate of total marks of all the six semesters shall be declared to have passed the M.C.A Degree Examination in First Class with Distinction.
- iv. A candidate who qualifies for the Degree and secures not less than 60% of the aggregate of total marks of all the six semesters shall be declared to have passed the M.C.A Degree Examination in First Class.
- v. All other Successful candidates shall be declared to have passed the M.C.A. Degree Examination in Second Class.
- vi. Successful candidates who complete the examinations in three academic years (six consecutive semesters) after the commencement of their course of study shall be ranked on the basis of the aggregate of the total marks of all six semesters.

2.3.8. Revision of Regulations

The university may from time to time revise, amend or change the regulations, curriculum, scheme of examinations and syllabi. These changes unless specified otherwise will have effect from the beginning of the semester following the notification by the university.

2.4. MBA (2014 Scheme)

2.4.1. Conditions for Admission

- i) Candidates seeking admission to MBA Programme are required to have Bachelor's degree from the University of Kerala or any other examinations recognized by the University of Kerala as equivalent, with marks 50% in aggregate for Part III for B.A., B.Sc. and B.Com and 50% in aggregate for all other degrees. In the case of SC/ST candidates a pass in qualifying examination is sufficient.

The candidates must also have a valid score in any one of the national level admission tests CMAT (conducted by AICTE) or MAT (conducted by AIMA).



- ii) Candidates belonging to backward classes shall be given a relaxation of 2% marks from the prescribed minimum for admission.
- iii) Final year Degree students are also permitted to appear for the Entrance Examination subject to the condition that the entire mark list of qualifying examination shall be produced by the candidate for the allotment.

2.4.2. Duration of the Course

The course shall extend over a period of two academic years consisting of four semesters.

2.4.3. Requirements of Attendance and Progress

A candidate will be deemed to have completed the course of any semester only if

- a. He/she has put in not less 75% of attendance.
- b. His/her progress and conduct have been satisfactory.

2.4.4. Procedure for completing the course

The academic year will be divided into two semesters, the odd semester normally commencing at the beginning of the academic year and even semester ending with the academic year.

- i. The course work in the subjects of study of the odd semesters will be conducted only in odd semesters and that of even semesters, only in even semesters.
- ii. A candidate who is required to repeat the course of any semester for want of attendance/progress or who desires to rejoin the semester upon his own request is specially permitted to repeat the semester in order to improve his performance, may rejoin the semester for which he/she is eligible or permitted to rejoin.

2.3.5. Assessment

- i. The assessment will comprise sessional assessment and semester examination in all subjects.
- ii. University examinations will be conducted at the end of all semesters for the subjects offered.
- iii. Semester examinations will normally be conducted in November/December and in May/June of each year.



- iv. Sessional marks will be awarded on the basis of continuous assessment made during the semester as per guidelines framed by the college.

2.3.6. Revision of Regulations

The University may from time to time revise, amend or change the regulations, curriculum, scheme of examinations and syllabi. These changes unless specified otherwise will have effect from the beginning of the semester following the notification by the university.

2.5. M.Tech. (KTU)

In exercise of the Powers conferred under Clause 44 of the Ordinance, the Executive Committee of the University hereby promulgate the Ordinance for the University for the Academic Year 2015-2016. The Academic ordinance will come into effect from the date of publication in the Gazette.

2.5.1. Admission to the M. Tech. Programme

Candidates who have been awarded or qualified for the award of the Bachelor's degree in Engineering / Technology, from an Institution approved by AICTE are eligible for admission to the M. Tech., Programme. Eligibility of candidates having MCA/MSc qualifications will be decided from time to time by following the guidelines issued by All India Council for Technical Education (AICTE) and the Government of Kerala and notified separately. Other important eligibility criteria are as listed out by the Director of Technical Education with the approval of the Government of Kerala.

- 2.5.1.1. Candidates qualified in Graduate Aptitude Test in Engineering (GATE) and admitted to the M. Tech. programme are eligible to receive Half Time Teaching Assistantship (HTTA) as per the rules of the All India Council for Technical Education (AICTE)/Ministry of Human Resource Development (MHRD).
- 2.5.1.2 Sponsored candidates from Industries, R&D organizations, National Laboratories as well as Educational Institutions, with a bachelor's degree in engineering are eligible for admission to the M. Tech. programme.
- 2.5.1.3 Foreign nationals whose applications are received through Indian Council of Cultural Relations, Government of India are also eligible for admission to the M. Tech. programme.
- 2.5.1.4 Announcements for M. Tech. Programmes will be made by the DTE, Government of Kerala.



- 2.5.1.5 Selection of candidates for the M. Tech programme will be done centrally or monitored by the Directorate of Technical Education as per the guidelines given on this by the Government of Kerala
- 2.5.1.6 The number of candidates to be admitted to each M. Tech stream will be as per the approval of the University which shall be based on decision on this given by the All India Council for Technical Education.
- 2.5.1.7 Admission will be complete only on meeting all the other requirements mentioned in the letter of admission and on payment of the fees.
- 2.5.1.8 Candidates who have the Associate Membership of Professional Bodies that are approved by the University and have qualified in GATE shall also be eligible for admission to the M. Tech. programme.
- 2.5.1.9 The reservation policy of the Government of Kerala and the Government of India shall be followed in admission to the M. Tech. programme.
- 2.5.1.10 All admission will be governed by the procedure laid down for this by the Director of Technical Education, Kerala and the Government of Kerala.
- 2.5.1.11 Notwithstanding all that is stated above, the admission policy may be modified from time to time by the University, particularly to conform to directions from the Government of Kerala and the Government of India.

2.5.2 Duration of the Programme

The normal duration of the M. Tech programme, including the project work, shall be four semesters.

2.5.3 Post Graduate Programme Clusters

The University shall identify clusters of colleges offering M. Tech programmes in different streams and allow them to formulate procedures for the smooth conduct of all academic activities associated with the M. Tech programme, in line with the ordinances/regulations of the University. These clusters shall have academic autonomy, regulated by a Cluster level Graduate Committee [CGPC] consisting of all the principals of the colleges in the cluster. The Chairman of CGPC shall be an eminent academician nominated by the Vice Chancellor. The CGPC will be responsible for all academic matters including the curriculum, syllabi, course plans, internal evaluations, end semester examinations, and grading for all streams of M. Tech. programme offered by the colleges in the cluster.

The CGPC can formulate additional rules for other academic aspects that are not covered by this Ordinance.



2.5.4 Specialization Streams in M. Tech., Programme

The M. Tech. programme streams offered by each cluster as well as the eligibility of candidates of different B. Tech. branches or having other qualifications, for each of them shall be approved by the CGPC.

2.5.5 M. Tech. Programme Structure

- i) The M. Tech programme in all streams of specialization will be structured on a credit based system following the semester pattern with continuous evaluation.
- ii) The University permits regular as well as external registration (part time) for those in employment.
- iii) The duration for the M. Tech. programme in all streams of specialization will normally be 4 semesters. The maximum duration is 6 semesters.
- iv) For students admitted on external registration, the normal duration will be 6 semesters. Here the maximum duration is 7 semesters.
- v) The University permits a regular student to change over to external registration during the programme, under specific circumstances like initiating a start up venture or to take up a job.
- vi) Each semester shall have a minimum of 72 instruction days followed by the end semester examination.
- vii) A common course structure for the M. Tech programmes in all streams of specialization is to be followed and consists of the following.
 - Core Courses
 - Elective Courses
 - Laboratory Courses
 - Seminar
 - Project
- viii) Every stream of specialisation in the M. Tech. programme will have a curriculum and syllabi for the courses. The curriculum should be so drawn up that the minimum number of credits for successful completion of the M. Tech. programme in any stream of specialization is not less than 64 and not more than 68.
- ix) Credits are assigned as follows, for one semester
 - 1 credit for each lecture hour per week
 - 1 credit for each tutorial hour per week
 - 1 credit for each laboratory/ practical of 2 or 3 hours per week
 - 2 credits for the seminar



2 credits for Mini Project

6 credits for Project in the 3rd Semester

12 credits for Project in the 4th Semester

- x) A pass is mandatory in all core courses. In case of failure in an elective course, there is the provision to choose another elective listed in the curriculum.
- xi) On their request, CGPC shall examine the academic records and permit candidates with B. Tech (Honours) who have earned credits for any relevant graduate level courses to transfer credits towards the M. Tech. programme. Candidates who received B. Tech (Honours) degree just prior to their M. Tech admission are permitted to transfer up to 9 credits. For those who received the B. Tech (Honours) degree within three years prior to their M. Tech. admission are permitted to transfer up to 6 credits.
- xii) The maximum number of lecture based courses and laboratory courses in any semester shall not exceed 5 and 2 respectively. The maximum credits in a semester shall be 23.
- xiii) Extension of Programme duration

The normal duration of the programme shall be four semesters.

In case of prolonged illness or other personal exigencies, the university may allow a student who has earned credits for at least one semester, to extend the programme up to the maximum duration of six semesters.

Students who have earned credits for the courses listed in the first two semesters are permitted to transfer their registration as external candidates if they take up a job. However, they have to complete the programme within six semesters.

2.5.6. Course Registration and Enrolment

All students have to register for the courses they desire to attend in a semester. Students admitted to the first semester are advised to register for all courses offered in the first semester. They do not have to enrol for the semester. All other students are required to register at the end of the semester for the courses they desire to take in the next semester. Later they have to enrol for these courses in the new semester based on the results in the previous semester. This allows them to make minor changes in the list of courses already registered for. Before enrolment, students should clear all dues including any fees to be paid and should not have any disciplinary proceedings pending. The dates for registration and enrolment



will be given in the academic calendar. Any late registration or enrolment, allowed only up to 7 working days from the commencement of the semester, will attract a late fee.

A student can drop a course or substitute one already registered for by another, for valid reasons with the approval of the faculty advisor. However this has to be done within 7 working days from the commencement of the semester.

The maximum number of credits a student can register for in a semester is limited to 24.

2.5.7 Recommended Credit distribution over the semesters

First Semester : 20 to 23 credits

Second Semester : 18 to 19 credits

Third Semester : 14 credits

Fourth Semester : 12 credits [Project]

2.5.8. Academic Assessment/Evaluation

The University follows a continuous academic evaluation procedure.

The Assessment procedure and corresponding weights recommended are as follows:-

For theory courses

- | | |
|---|-----|
| i) Two internal tests, each having | 15% |
| ii) Tutorials/Assignments/ Mini projects having | 10% |
| iii) End Semester examination having | 60% |

All the above are mandatory requirements to earn credits.

Students who have missed either the first or the second test can register with the consent of the faculty member and the Head of the Department concerned for a re-test which shall be conducted soon after the completion of the second test and before the end semester examination. The re-test will cover both the first and the second test course plans. If a student misses both the scheduled tests, there is no provision for any retests and zero marks will be given for each test. In case of serious illness and where the attendance is above 70% the Principal may permit the conduct of the tests for a student based on his application and other relevant medical reports. Such cases are to be reported to CGPC.



For Laboratory /Practical courses

- i) Practical Records /outputs 40%
- ii) Regular Class Viva-Voce 20%
- iii) Final Test (Objective) 40%

2.5.9. Course Completion and earning of credits

Students registered and later enrolled for a course have to attend the course regularly and meet the attendance rules of the University and appear for all internal evaluation procedures for the completion of the course. However, earning of credits is only on completion of the end semester/supplementary examination and on getting a pass grade. Students, who had completed a course but could not write the end semester/supplementary examination for genuine health reasons or personal exigencies, if otherwise eligible are permitted to write the semester examination, at the next opportunity and earn credits without undergoing the course again. Failed candidates having more than 45% marks in their internals can also avail of this option. However, those who are not eligible to appear for the end semester examination have to register and undergo the course again, whenever it is offered, to earn the credits.

2.5.10. End Semester and Supplementary Examinations

At the end of the semester, the end semester examination will be conducted in all courses offered in the semester and will be of three hours duration unless otherwise specified. Supplementary examinations are to be conducted for eligible candidates registered for them, before the commencement of the next semester.

2.5.10.1 Eligibility to write the End Semester Examination and Grading

Eligibility criteria to appear for the semester examination are the attendance requirements in the course, 45% or more marks in the internal evaluation and having no pending disciplinary action. The minimum attendance for appearing for the semester examination is 85% in the course. In case of serious illness there is a relaxation for attendance [O-14.xvi]. Those who do not meet the eligibility criteria shall be awarded an FE Grade and have to register again for the course.

A student should have a minimum of 45% marks in the end semester examination to be eligible for grading in a course. Otherwise he/she will be considered to have failed in the course and an F grade will be awarded.

2.5.10.2 Eligibility to write the Supplementary Examination

Only failed students and those who could not write the semester examination due to health reasons or other personal exigencies that are approved by the



Principal can register for the supplementary examination provided they meet the eligibility requirements given in O-10.1. Grades awarded in the supplementary examination will be taken as the semester grades in these courses.

2.5.11. Conduct of End Semester Examination

The Clusters will prepare the question papers, conduct the end semester examinations, organize the valuation of the answer scripts, finalise the results and submit it to the University, as per the academic calendar.

2.5.12. Award of M. Tech., Degree

The award of the M. Tech. Degree shall be in accordance with the Ordinances and Procedures given by the University.

A student will be eligible for the award of M. Tech. Degree of the University on meeting the following requirements;

- i) Registered and earned the minimum credits, as prescribed in the curriculum, for the stream of specialization.
- ii) No pending disciplinary action.

2.5.13. Amendments to Ordinance:

Notwithstanding all that has been stated above, the University has the right to modify any of the above provisions of the ordinance from time to time.

2.5.14. Miscellaneous provisions:

- i) Stream of Specialization:
The streams of specializations are to be in line with the approval given on this by the All India Council for Technical Education.
- ii) Language of Instruction
Unless otherwise stated, the language of instruction shall be English.
- iii) Academic Calendar
The University shall publish in its website the academic calendar for every academic semester indicating the date of commencement of the semester as well as instruction. It will specify the course registration and enrolment dates, the schedule for mandatory internal tests for theory courses, dates by which laboratory/practical evaluations are to be completed, date for finalization of internal marks, last instruction day in the semester, planned schedule of end semester examinations and



result declaration as well as approved holidays falling within the semester. Schedules for the supplementary examinations and result declaration dates are to be included in the calendar. Additionally colleges may publish their academic calendar, in line with the University academic calendar, indicating other schedules and events they plan to conduct during the semester.

iv) Eligibility to continue with the programme

A student has to earn a minimum number of credits in a semester to register for higher semester courses. This should be at least $2/3^{\text{rd}}$ of the credits for the courses listed in for the semester. CGPC shall formulate the rules based on this and spell out the procedure to proceed with the programme.

Failed students who have more than 45% marks in the internal course evaluation are permitted to write the semester examination without registering and undergoing the course. Those with less than 45% in internal course evaluation have to register again for the course, attend the classes and earn the credits.

v) Seminar

Students have to register for the seminar and select a topic in consultation with any faculty member offering courses for the programme. A detailed write-up on the topic of the seminar is to be prepared in the prescribed format given by the Department. The seminar shall be of 30 minutes duration and a committee with the Head of the department as the chairman and two faculty members from the department as members shall evaluate the seminar based on the report and coverage of the topic, presentation and ability to answer the questions put forward by the committee.

Suggested evaluation procedure:-

Faculty member in charge of the seminar and another faculty member in the department nominated by the Head of the Department are the evaluators for the seminar. Distribution of marks for the seminar is as follows.

Marks for the report: 30%

Presentation: 40%

Ability to answer questions on the topic: 30%



vi) Project work

Project work is spread over the third and fourth semesters. Project work is to be evaluated both in the third and the fourth semesters. Based on these evaluations the grade is finalised only in the fourth semester.

Project evaluation weights shall be as follows:-

For convenience the marks are allotted as follows.

Total marks for the Project: 150

In the 3rd Semester:- Marks:50

Project Progress evaluation details:

Progress evaluation by the Project Supervisor : 20 Marks

Presentation and evaluation by the committee : 30 Marks

In the 4th Semester:- Marks:100

Project evaluation by the supervisor/s : 30 Marks

Presentation & evaluation by the Committee : 40 Marks

Evaluation by the External expert : 30 Marks

vii) Faculty Advisor, Class Committee

a) Faculty Advisor

The Head of the Department offering the M. Tech. programme shall nominate senior faculty members as faculty advisors who shall advise the students in academic matters and support them in their studies. Their role is to help the students in academics and personal difficulties related to studies. A faculty advisor may support a group of students in a semester.

b) Class Committees are to be in place for all M. Tech. programs in the college.

Class Committee

All M. Tech streams of specialization will have class committees for each semester, constituted by the respective Heads of Departments.

The Chairman of the committee shall be a senior faculty member who does not offer any course for that stream in that semester.

Members:-

i) All faculty members teaching courses for the stream in that semester.



- ii) Two student representatives nominated by the Head of the Department, from the stream.

Class committees shall meet at least thrice in a semester - one in the beginning and one around the middle of the semester and one at least two weeks before the semester examinations. These committees should monitor the conduct of the courses, adherence to the course plan and time schedule, completion of the syllabus, standards of internal tests and evaluation process and address the difficulties faced by the students and take suitable remedial actions at the appropriate time. Before the end semester examination, the committee should meet without the student representatives and finalise the internal marks. A report on the student performance in each course should be prepared and submitted to the CGPC by the colleges.

viii) Award of Grades

Grading is based on the marks obtained by the student in a course. [O-14 ix]

The grade card will only show the grades against the courses the student has registered.

The semester grade card will show the grade for each registered course, Semester Grade Point Average (SGPA) for the semester as well as Cumulative Grade Point Average (CGPA).

ix) Grades and Grade Points

Grades and Grade Points as per UGC guidelines are to be followed by the University

Grades	Grade Point	% of Total Marks obtained in the course
O	10	90% and above
A ⁺	9	85% and above but less than 90%
A	8	80% and above but less than 85%
B ⁺	7	70% and above but less than 80%
B	6	60% and above but less than 70%
C	5	50% and above but less than 60%
P	4	45% and above but less than 50%
F	0	Less than 45%
FE	0	Failed due to eligibility criteria [O.10.1]
I		Course Incomplete



Grade Point Average (GPA) and Cumulative Grade Point Average (CGPA) are calculated based on the above grading norms and are explained at the end of this document.

x) Academic Auditing

The University shall have a detailed academic auditing procedure in place comprising of an internal academic auditing cell within the college and an external academic auditing for each college. The internal academic auditing cell in each college shall oversee and monitor all academic activities including all internal evaluations and semester examinations. This cell is to prepare academic audit statements for each semester at regular intervals of four weeks of instruction. These reports are to be presented to the external academic auditor appointed by the University, who will use it as a reference for his independent auditing and for the final report to the University.

Academic auditing will cover:-

- i) Course delivery covering syllabus, adherence to course plan, quality of question papers for internal examinations, internal evaluation, laboratory experiments, practical assignments, mini projects, conduct of practical classes and their evaluation. Semester examination and academic performance of the students.
- ii) Co-curricular and Extra-curricular activities available for students, and their organization.
- iii) Academic functioning of the college encompassing students, faculty and college administration covering punctuality, attendance, discipline, academic environment, academic accountability, academic achievements and benchmarking.

xi) Revaluation and Grade improvement

There is no provision for revaluation of the semester answer books or for improving the grade.

Students are permitted to check the answer books of the semester examination, after the results are declared. Any discrepancies in evaluation could be brought to the notice of the teacher concerned who will initiate appropriate action on this and report to the CGPC for a final decision on this.

xii) Grade Cards

Students who have written the semester examination will be given the grade cards for the registered courses, in every semester by the respective colleges. On earning the required credits for the degree, a consolidated grade sheet for the



M. Tech programme will be issued by the University on the recommendation of the respective CGPC.

The M. Tech. degree will not have any classification like distinction or first class.

xiii) Academic Discipline and Malpractices in Examinations

Every student is required to observe discipline and decorous behaviour.

Any act of indiscipline, misbehaviour and unfair practice in examinations will be referred to the **Disciplinary Action Committee (DAC)**. Malpractices in examinations shall be viewed seriously and any such incident observed or reported by a faculty member or an invigilator associated with the examinations shall be reported to the Principle who in turn shall refer it to DAC. On the basis of the report and evidence available or gathered, DAC shall immediately initiate an enquiry giving the concerned student a chance to explain his/her case. Based on this the committee shall recommend the course of action in line with the guidelines formulated for this by the Controller of Examination of the University and forward it to the Principal for action.

Actions are to be based on the severity of the offence and are to be dealt with, on a course basis. Guidelines on this shall be given by the Controller of Examination which is to be followed by the Disciplinary Action Committee of the college.

DAC shall be headed by a department head and shall have three other faculty members drawn from different departments as members. In case of malpractices in end semester examinations, the report given by the college DAC and the action taken by the Principal shall be intimated to the Controller of Examination of the University

xiv) Student's Welfare Committee

Every college shall have a Student's Welfare Committee, constituted by the Principal of the college. This committee shall have at least three faculty members as members and the chairman shall be a senior faculty member in the rank of a Professor. This committee is entrusted with the task of looking after the welfare of the students by taking appropriate steps with the concurrence of the principal.

xv) Grievances and Appeals Committee

Each college should have a Grievances Redress Committee constituted by the Principal to address the grievances of the students and to consider their appeals on any decisions made by the college. This committee consisting of at least three



faculty members and chaired by a senior professor shall look into student's grievances and appeals and give its recommendations to the Principal for action.

xvi) Attendance

Attendance is marked for each course. 85% attendance is mandatory for writing the semester examination in a course. Students who get Part Time Teaching Assistantship (PTTA) or Scholarships from the Central or State Governments or any other agencies are expected to have 100 % attendance. However, under unavoidable circumstances students are permitted to take leave. Leave is normally sanctioned for any approved activity taken up by students outside the college covering sports and other extra-curricular activities. Leave is also permitted on medical grounds or on personal exigencies. Leave of absence for all these is limited to 15 % of the academic contact hours for the course.

In case of long illness or major personal tragedies/exigencies the Principal can relax the minimum attendance requirement to 70%, to write the semester examination. This is permitted for one or more courses registered in the semester. The Principal shall keep all records which led to his decision on attendance, for verification by the Academic Auditor. However this concession is applicable only to any one semester during the entire programme. In case of prolonged illness, break of study is permitted up to two semesters which could extend the programme up to six semesters, the maximum permitted by the regulations.

xvii) Leave of Absence

Students who desire to take leave have to apply for it to the teacher conducting the course. This application together with any supporting documents like doctor's certificate or other relevant information is to be forwarded to the Head of the Department with the recommendation of the teacher indicating the total leave of absence the student has so far availed. Approval for leave is to be given by the head of the department. After any prolonged medical leave, normally exceeding five instruction days, on rejoining, the student has to produce the fitness certificate given by the doctor.

xviii) Project Evaluation

Normally students are expected to do the project within the college. However they are permitted to do the project in an industry or in a government research institute under a qualified supervisor from that organization. Progress of the project work is to be evaluated at the end of the third semester. For this a committee headed by the head of the department with two other faculty members in the area of the project and the project supervisor/s. If the project is done outside the college, the external supervisor associated with the student shall also be a member of the committee.



Final evaluation of the project will be taken up only if the student has earned all course credits listed in the first three semesters. Project evaluation shall be done by the same committee mentioned above with an external expert, either from an academic/R&D organization or from Industry, as an additional member. Final project grading shall take into account the progress evaluation done in the third semester and the project evaluation in the fourth semester. If the quantum of work done by the candidate is found to be unsatisfactory, the committee may extend the duration of the project up to one more semester, giving reasons for this in writing to the student. Normally further extension will not be granted and there shall be no provision to register again for the project.

xix) Project work outside the College

While students are expected to do their projects in their colleges, provision is available for them to do it outside the college either in an industry or in an institute of repute. This is only possible in the fourth semester and the topic of investigation should be in line with the project part planned in the 3rd semester. Student should apply for this through the project supervisor indicating the reason for this well in advance, preferably at the beginning of the 3rd semester. The application for this shall include the following:-

Topic of the Project:

Project work plan in the 3rd Semester:

Reason for doing the project outside:

Institution/Organization where the project is to be done:

External Supervisor –Name :

Designation :

Qualifications :

Experience :

Letter of consent of the External Supervisor as well as from the organization is to be obtained.

This application is to be vetted by the head of the department and based on the decision taken the student is permitted to do the project outside the college.

Ragging

Ragging of any nature is a criminal and non-bailable offence. Involvement in ragging shall lead to stringent punishment, including imprisonment as per the law of the land. A student, whose involvement in ragging is established, shall be



summarily dismissed from the college. Each student of the Institute, along with his/her parent, is required to give an undertaking in this regard and the same is to be submitted at the time of registration.

Calculation of SGPA/CGPA

Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA) are calculated as follows.

$SGPA = \frac{\sum(C_i \times GP_i)}{\sum C_i}$ where C_i is the credit assigned for a course and GP_i is the grade point for that course. Summation is done for all courses registered by the student in the semester. Here the failed courses are also accounted.

$CGPA = \frac{\sum(C_i \times GP_i)}{\sum C_i}$ where C_i is the credit assigned for a course and GP_i is the grade point for that course. Summation is done for all courses registered by the student during all the semesters for which the CGPA is needed. Here the failed courses are also accounted. CGPA of all courses passed may also be given.

2.6. M.Tech (Kerala University -2013 Scheme)

1. General

The duration of M.Tech degree course is two academic years comprising of four semesters. The duration is counted from the date of commencement of the first semester of the course. Credit system is adopted for the course. A minimum of 69 credits have to be secured by the student for eligible to be awarded with the degree.

2. Eligibility

1. The candidate should have B.Tech. Degree in the appropriate branch (as specified in the annexure to this document) of Kerala University or B.Tech Degree of another University approved and recognized as equivalent by the Kerala University.
2. The candidate should have a minimum CGPA of 6.0 in a 10 point scale. If the candidate obtained the B.Tech degree from a University where credit system was not followed, he /she should have a minimum of 60 % aggregate marks and where the credit system was followed, absolute marks will not be considered for selection.



3. Candidates who have passed AMIE/AMIETE examination and satisfying the following conditions are also eligible for admission to M. Tech courses in Institutions under University of Kerala.
 - a. They must have a valid GATE score.
 - b. A minimum mark of 55% for section B in AMIE/AMIETE examinations.
 - c. Minimum 3 years of professional experience in the field of specialization after acquiring the qualification.
4. The list of relevant branch(es) of B.Tech degree to be considered as the qualifying degree for each specialisation in the M.Tech program will be available in the website of the University of Kerala.

3. Structure of the M. Tech Programme

- 3.1 The programme will span four semesters, each semester with a minimum of 75 working days. The academic programme in each semester will consist of course work and/or thesis work as specified for each specialisation. The total contact hours is normally about 30 hours per week including departmental assistance.
- 3.2 The programme of instruction for each stream of specialization will consist of
 - i. Core courses
 - ii. Elective courses
 - iii. Seminars
 - iv. Laboratory work
 - v. Thesis work
- 3.3 The academic programme in each semester will consist of course work and/or thesis work as specified for each specialisation. Every stream of specialization in the programme will have a scheme and syllabus for the courses. The scheme shall be so drawn up that the minimum number of credits for successful completion of the M Tech programme of any stream is 69.
- 3.4 The first and second semester lecture based theory subjects will have common end semester examinations conducted by the University, whereas the theory subjects for the third semester will have end of semester examinations conducted by the individual institutions. The Laboratory,



Seminar, Thesis-Preliminary Part I, Thesis-Preliminary Part II and course on Research Methodology will only have internal examinations.

3.5 Credits will be assigned to the courses based on the following general pattern as given in the Table 1.

Table 1: Distribution of credits for various coursework

Course work	Weekly hours	Credits allotted
Theory subject	3	3
Seminar	2	2
Laboratory	2	1
Thesis - Preliminary -Part I	2	2
Thesis - Preliminary - Part II	15	5
Thesis	21	12

3.6 A student will have to register in all the core courses listed in the scheme and syllabus of his / her selected area of specialisation and successfully complete all of them. He/she has to register for the Elective courses from the list of courses offered by the Department in that particular semester in consultation with the course coordinator.

3.7 The medium of instruction, examination, seminar and project reports will be in English.

4. Content of the Course Work

4.1 Semester I

The student has to credit six theory courses. All these courses will be core courses out of which one will be from the area of Applied Mathematics.

4.2 Semester II

The student has to credit 6 theory courses, one Seminar, one Laboratory and Thesis- Preliminary Part I in this semester. Among the six theory subjects, two would be the core subjects offered by the Stream concerned; two would be Stream Electives, one would be a Department Elective and the remaining one would necessarily be a core course on Research Methodology. Stream and Department electives are to be selected from the electives listed in the scheme



and syllabus for each stream.

For the Thesis-Preliminary Part I the student is expected to start the preliminary background studies towards the Thesis by conducting a literature survey in the relevant field. He/she should broadly identify the area of the Thesis work, familiarize with the design and simulation tools required for the Thesis work and plan the experimental platform, if any, required for Thesis work. The student will submit a detailed report of these activities at the end of the semester.

4.3 Semester III

The student has to credit two subjects from the group of Electives listed for the Semester concerned and a Non Departmental Inter-Disciplinary core course. The inter-disciplinary course has to be selected from the list of Inter-Disciplinary courses offered by another department in consultation with the Course Coordinator. Each department will announce the list of Inter-Disciplinary courses offered, from among the common list of Inter-Disciplinary courses for the M.Tech programme.

Thesis-Preliminary Part II comprises of a preliminary thesis work, two seminars and submission of thesis-preliminary report. The first seminar would highlight the topic, objectives, and methodology and the second seminar will be a presentation of the work they have completed till the third semester and scope of the work which is to be accomplished in the fourth semester, mentioning the expected results.

4.4 Semester IV

The fourth semester is entirely devoted for the thesis work. There would be an interim presentation at the first half of the semester to evaluate the progress of the work and at the end of the semester there would be a Pre-Submission seminar before the Evaluation Committee for assessing the quality and quantum of the work. This would be the qualifying exercise for the students for getting approval from the Department Committee for the submission of Thesis. At least one technical paper is to be prepared for possible publication in Journals/Conferences. The final evaluation of the Thesis would be conducted by the board of examiners constituted by the University including the Guide and an external examiner.



4.5 Industrial Training/Internship

Those candidates who wish to take up industrial training/internship with any industry can do so after obtaining permission from Principal without affecting the regular course work, at the end of third semester. The distribution of credits for the course work is given in Table 2.

Table 2: Distribution of credits among the Semesters

Semester	Course work content	Total credits allotted	Total credits Allotted semester-wise
I	6 Theory Subjects	$6 \times 3 = 18$	21
	Seminar	$1 \times 2 = 2$	
	Laboratory -I	$1 \times 1 = 1$	
II	6 Theory Subjects - 2 Core subjects, 2 Stream Electives, 1 Department Elective and a Course on Research methodology.	$(2 \times 3) + (2 \times 3) + (1 \times 3) + (1 \times 2) = 17$	22
	Laboratory - II	$1 \times 1 = 1$	
	Seminar	$1 \times 2 = 2$	
	Thesis Preliminary Part I	2	
III	2 Theory Subjects (Stream Electives)	$2 \times 3 = 6$	14
	1 Non-Department Elective (Interdisciplinary Elective)	$1 \times 3 = 3$	
	Thesis - Preliminary Part II	5	
IV	Thesis	12	12
	Total Credits in all four semesters		69

5. Details of committees for approval and course work contents

The entire academic matters relating to the PG programme will be managed by the Principal of the respective institutions .

5.1 Academic Committee

The Academic Committee for PG Courses of the concerned institution will comprise of



- i) Principal
- ii) Heads of all Departments offering P.G. Courses and
- iii) P.G. Coordinator in the various departments.

5.2 Course coordinator

Each Department will have a Professor as Course Coordinator for each M.Tech Programme. The responsibilities of the Course Coordinator are

1. To supervise and coordinate the activities of the particular course.
2. To guide and advice the students in all academic matters .
3. To keep a record of the academic activities of students registered for the particular M.Tech programme.

5.3 P.G. Coordinator

In the departments where more than one M.Tech programmes are offered, one Professor will act as the PG Coordinator for coordinating the academic activities in the department for the PG courses .

5.4 Department Committee

Each Department of every institution offering PG Course will have a Department Committee to look after the PG Courses. This Committee will consist of

- i) Head of the Department
- ii) The Course coordinator of each stream and
- iii) The PG Coordinator
- iv) One faculty member nominated by the Head of the Department. The Department committee will finalise the semester results for each stream.

5.5 Evaluation Committee

Each department of every institution offering PG Courses will constitute evaluation committees to evaluate seminars, projects, pre-submission seminar for the Thesis etc. consisting of at-least three faculty members. The internal guide and another expert in the area of specialisation shall be the two essential members of this committee.

5.6 Class Committee

Class committees will be relevant for each department offering the PG course in every college. Branch-wise class committees will be constituted by the Heads of the Department as follows:



- i. Teachers offering courses for the particular course.
- ii. One Professor preferably not offering courses for the class as Chairman
- iii. One student member
- iv. Course Coordinator - Ex-Officio Member

5.6.1 The basic responsibilities of the class/ course committee are:

- i. To review periodically the progress of the classes to discuss problems concerning curriculum and syllabi and the conduct of the classes.
- ii. The type of assessment for the course will be decided by the teacher in consultation with the class committee and will be announced to the students at the beginning of the semester.

6. Facility for Students to do Thesis work outside the parent institute:

As far as possible the students shall be encouraged to do their thesis work in the parent institute itself. However if found essential, they may be permitted for continuing their thesis in the IVth semester outside the parent Institute with the approval of the Department Committee, and Principal. For students who are availing this facility, the following conditions are to be observed.

The student has to get prior approval from the Department Committee and Principal in the third semester itself, for availing this facility as well as choice of the Institution/Industry/ R&D organization with which the student is associated for continuing his/her thesis work. They have to get this approval in the third semester itself.

1. If they are doing their thesis work in an Educational Institute then the Institute is to be preferably an institution of national repute like IITs, IISc, NITs etc.
2. Students availing this facility should continue as regular students of the parent institute itself.
3. They should have an external as well as an internal guide. The internal guide should belong to the parent institution and the external guide should be from the Institution/Industry/ R&D organization with which the student is associated for doing the thesis work.



4. The student also has to furnish a certificate from the external guide stating the willingness to supervise the thesis work through the Institution/ Industry/ R&D organization with which the student is associated for his/her thesis work and has to submit the same to the Department Committee.
5. The student has to furnish his /her monthly progress as well as attendance report signed by the external guide and submit the same to the concerned Internal guide.
6. The external guide and the internal guide are to be preferably present during all the stages of evaluation of the thesis work. In case the external guide is not present, the internal guide can alone take the responsibility of conducting the evaluation.

7. Registration and Enrolment

- 7.1 For the first semester every student has to enroll and register for the courses he / she intends to undergo on a specified date notified to the students. The concerned Course Coordinator will guide the students in the registration process.
- 7.2 For the subsequent semesters, registration for the courses will be done by the Course Coordinator during a specified week before the end semester examination of the previous semester. The registration form will give details of the core and elective courses, project and seminar to be taken in a semester with the number of credits. The student should consult his / her Course Coordinator for the choice of courses. The registration form is then filled and signed by the student and the Course Coordinator.
- 7.3 From the second semester onwards, all students have to enroll on a specified day at the beginning of a semester. A student will become eligible for enrollment only if he/she satisfies requirements specified in Section 8.0 and in addition he/she has cleared all dues to the Institute, Hostel and the Library up to the end of the previous semester and also he/she is not debarred from enrollment by the Principal.
- 7.4 In extraordinary circumstances like medical grounds, a student may be permitted to withdraw from a semester completely. Normally a student will be permitted to withdraw from the programme only for a maximum continuous period of two semesters.



7.5 Maximum Duration of the Programme

A student is ordinarily expected to complete the M.Tech programme in four semesters.

In case of students who do not complete their thesis work by the end of fourth semester, they will be permitted to submit the report within six months. The student has to keep the registration live till the time of submission of thesis by paying the registration fees. Under no circumstances students would be permitted to spend more than three years to complete the course work and five years for the total programme including the thesis work from the date of admission to the programme.

7.6 Discontinuation from the Programme

Students may be permitted to discontinue the programme and take up a job provided they have completed all the course work. Students desirous of discontinuing their programme at any stage in the fourth semester with the intention of completing the thesis at a later date, should seek and obtain the permission of the Principal before doing so. When students are taking up the thesis work at a later period they have to satisfy the following requirements.

- i. The student has to get prior approval from the Principal for rejoining their parent institution for doing their thesis work.
- ii. The students should take full time leave from the organisation where they work, for one semester. The permission of the employer to continue studies with full time leave for one semester should be submitted to the University while applying for readmission for completing the thesis.
- iii. Upon readmission, the student has to get enrolled in the concerned department of the parent institute by remitting the required fee.

8. Attendance

8.1 The percentage of attendance for each subject will be calculated upto the last day of instruction and this will be indicated in the grade card by a code number/letter as follows:

Attendance Rounded to	Code
95% and above	H
85 to 94%	9
75 to 84%	8
Below 75%	W



8.2 Those students with the percentage of attendance for the entire semester for all courses put together is less than 75%, will not be permitted to register for the end semester examination in that semester. In such cases, the registration for that semester will be treated as cancelled and he/she should register for and repeat the entire semester by taking readmission from the University. The particulars of all students who have attendance less than 75% in the semester will be announced by the Head of the Departments concerned, within 7 days of closure of the semester.

8.3 A candidate is eligible for condonation of shortage of attendance only once in the entire programme subject to the conditions given below.

- i. The conduct and progress must be good as certified by the Principal.
- ii. Condonation will be granted if he/she has secured not less the 60% of attendance.
- iii. By the recommendation of the head of the institution, the condonation shall be granted by the University subject to rules and procedures prescribed by the University from time to time.

8.4 If a student is continuously absent for more than 15 working days without any authorization by the Course Coordinator, his/her registration would automatically get cancelled.

9. Leave Rules

9.1 All M.Tech students should apply to the Head of the Department for leave stating the reasons whenever they are not in a position to attend course/thesis work.

9.2 Students are eligible for leave of 20 days in a year which will be regularized 15 days per semester. The intervening holidays will be treated as part of leave with provision of suffixing and prefixing holidays.

10. Evaluation Process

In the first, second and the third semesters, all the subjects to be credited are evaluated through continuous internal assessment and end semester examinations. For the all the lecture based courses in the first semester and all lecture based courses except the Research Methodology course in the second



semester, the end of semester examination will be conducted by the University. For all the courses in third semester, for the Research Methodology in the second semester and for the laboratory/seminar/Thesis preliminary Part I and II, the end of semester examination will be conducted by the respective Colleges. The chairman / chairperson for University Examinations will be appointed by the University and selected from among the senior faculty members having specialization in concerned engineering discipline from Government / Aided engineering colleges.

10.1 Assessment Procedure : Tests and Examinations

For theory subjects, internal continuous assessments will be made during the semester. The assessment details as decided at the class committee will be announced to the students right at the beginning of the semester by the teacher. There will be a minimum of two tests and two assignments per subject.

10.2 The Seminars, Thesis Preliminary and Laboratory work will be evaluated by the Evaluation Committee. For the Thesis Preliminary the students are required to submit a report of the literature survey /work done/ progress and present the contents of the report before the committee which will be evaluated by the committee. The laboratory work will be evaluated by the staff member/(s) concerned.

10.3 The internal evaluation of the Thesis in the IVth Semester would be done by the Evaluation committee. Final evaluation of Thesis would be conducted by the guide and an examiner from outside the College, appointed by the University of Kerala.

10.4 End Semester Examination for theory subjects

10.4.1 The question paper will be of modular structure (three modules, in total) where the student has to answer two questions out of the three questions, from each module. Question papers in theory subjects, where end of semester examination is common University examinations, shall be set by the Examiners appointed for that purpose by the University.

10.4.2 There shall be double valuation of theory papers for which end of semester examinations are conducted by the University. The theory answer papers



shall be valued independently by the two examiners appointed by the University. If the difference between the marks awarded by the two Examiners is not more than 15 per cent of the maximum marks, the marks awarded to the candidate shall be the average of two evaluations. If the difference between the marks awarded by the two Examiners is more than 15 per cent of the maximum marks, the Script shall be evaluated by a third Examiner. The average of the marks of nearest two valuations shall be considered as the marks secured by the candidate. However, if one of the three marks falls exactly midway between the other two, then the highest two marks shall be taken for averaging.

10.4.3. The question paper for the end of semester examination conducted by University will be scrutinized by a committee appointed by the University and the question paper for subjects having examination conducted by the respective colleges, will be scrutinized by a committee appointed by the concerned Department.

10.5 Scheme of Evaluation

The following will be the scheme of evaluation for the different courses.

a. Theory subjects

Continuous assessment : 40 % (25% for Tests + 15% for Assignments)
End semester examination : 60 %

b. Laboratory / Seminar

Continuous assessment : 100 %

c. Thesis-Preliminary Part I (Semester II)

Internal assessment of work by the guide : 50%
Internal Evaluation by Committee : 50%

d. Thesis-Preliminary Part II (Semester III)

Internal assessment of work by the guide : 50%
Internal Evaluation by Committee : 50%



e. Thesis (Semester IV)

Internal assessment of work by the guide : 25%

Internal Evaluation by Committee : 25%

Final Evaluation by Internal and External Examiner : 50% (5% marks is for publication in Journal Conference)

10.6 Methods of Awarding Grades

10.6.1 A student is awarded a letter grade in each course he/she has registered for, indicating his/her overall performance in that course. There are seven letter grades S, A, B, C, D, F, and I. The correspondence between grades and points (on a 10-point scale) rating is given below.

Grade	Points
S	10
A	9
B	8
C	7
D	6
F	0

10.7 Criteria for Pass in a course and acquiring credit

10.7.1 For the lecture based courses having end of semester examinations, a student is deemed to have completed a course successfully and earned the credit if he/she secures a letter grade D or higher and has secured a minimum of 50% marks in the End of Examination. A course successfully completed cannot be repeated. A letter grade F in any subject implies failure in that subject.

For Seminar/Laboratory/Thesis Preliminary (where the evaluation is completely internal assessment), the student has to acquire a letter grade D or higher. If he/she fails to obtain this minimum grade, he/she has to repeat the Seminar/Laboratory/Thesis Preliminary with respect to that course with permission from the University in the subsequent semesters for the successful completion.



10.7.2 A student securing F or I grade in any core course has to reappear for the examination for the same course in the subsequent chances. If it is an elective course, the student has the option to reappear for the examination in the same course or to change the elective course in which case he/she has to repeat the course work with respect to the new elective course. A student will be given only three consecutive chances for reappear and retrieve the credits in this manner.

10.8 Grade Card

10.8.1 The grade card will be issued at the end of the semester to each student by the University. It will contain the following details:

- i. the credits for each course registered for that semester.
- ii. performance in each subject by the letter grade obtained vide 10.6.1 iii. the attendance put in each course in the form of the code vide 8.1
- iv. the total number of credits earned by the student upto the end of that semester.
- v. Grade Point Average (GPA) of all the courses taken during a semester if he successfully completed all the courses in that semester.
- vi. the Cumulative Grade Point average (CGPA) of all the courses taken from the first semester is shown in the final semester grade card.

10.8.2 The Grade Point Average (GPA) will be calculated by the formula.

$$\text{GPA} = \frac{\sum(\text{CXGP})}{\sum C}$$

where C = Credit for the course, GP = the grade point obtained for the course and the sum is over all the courses taken in that semester.

For the Cumulative Grade Point average (CGPA) a similar formula is used except that the sum is over all the courses taken in all the semesters completed upto the point in time.

$$\text{CGPA} = \frac{\sum_{i=1}^m C_i G_i}{\sum_{i=1}^m C_i}$$



where, m is the number of courses registered up to that semester, C_i is the number of credits allotted to i th subject as per the scheme, and G_i is the grade points corresponding to the grade awarded to the student for the subject.

10.9 Classification Degree

The student will be eligible for the award of the degree on completion of the mandatory requirements of 69 credit, obtaining at least 'D' grade in each subject and a CGPA of 6.0. A student will be placed in First Class with Distinction if he/she scores CGPA > 8.5. He/she will be placed in First Class if CGPA is > 7 but less than 8.5.

KERALA TECHNOLOGICAL UNIVERSITY SCHEME & SYLLABUS

Can be downloaded from University Website:

www.ktu.edu.in-Academic - Regulations - B.Tech-Scheme and Syllabus

UNIVERSITY OF KERALA SCHEME & SYLLABUS

Can be downloaded from University Website:

www.keralauniversity.ac.in - Resources and Downloads-B.Tech-Scheme and Syllabus

3. DEPARTMENTAL PROGRAMMES

3.1. Courses Offered

<u>B.Tech Programmes</u>	<u>Intake</u>
Electronics & Communication Engineering	120
Computer Science & Engineering	120
Electrical & Electronics Engineering	60
Mechanical Engineering	120
Civil Engineering	60
<u>Post Graduate Programmes</u>	<u>Intake</u>
M.Tech Computer Science & Engg	18
M.Tech Applied Electronics	18
M.Tech Industrial Engineering	18
M.Tech Control Systems	18
MBA	60
MCA	60

3.2. Mode of Admission



3.2.1. B.Tech

(i) Eligibility:

As per Kerala Technological University Regulations.

(ii) Age:

The applicant should have completed 17 years of age. No relaxation of minimum age limit shall be permitted on any account.

(iii) Procedure for Selection:

Admission will be purely on merit, on the basis of marks obtained in the entrance examination conducted by state CEE and marks obtained for Mathematics, Physics, Chemistry / equivalent subjects in the qualifying examination. The marks will be apportioned in the ratio 50:50.

(iv) Allotment of Seats:

The percentage of seats are allotted to different categories as per the directions received from various statutory bodies from time to time

(v) Fees:

1.	Admission Fee	Rs.150/-
2.	Caution Deposit	Rs.10,000/-(Refundable)
3.	KTU Special Fee	Rs.1000/-
4.	Tuition Fee	Rs.75,000/-p.a
5.	Interest Free Deposit	Rs.1,00,000/-(Refundable)
6.	Value added courses/training	Rs.5550/-
7.	Statutory Fee	Rs.400/-p.a
8.	ID Card, PTA	Rs.450/-

3.2.2. MCA

(i) Eligibility:

Candidates should have passed Bachelors Degree of minimum three years duration after 10+2 level with a minimum of 50% marks in the subject component(s) in any discipline with Mathematics/Statistics/Computer Science/ Computer Application/Engineering and Technology as a Main/Subsidiary/Core subject.

(ii) Procedure for Selection :



The selection for the MCA programme by LMCST will be based on the marks scored by students in the Entrance Examination conducted by the Entrance Commissioner, Kerala state.

(iii) Allotment of Seats:

Sixty seats of which 30 seats will be filled by the Entrance Commissioner, Government of Kerala. 30 seats will be filled by the Management.

(iv) Fees:

1.	Admission Fee	Rs.150/-
2.	Caution Deposit	Rs.10,000/- (Refundable)
3.	Value added courses/training	Rs.1750/-
4.	University Special Fee	Rs.1165/-
5.	Tuition Fee	Rs.50,000/-
6.	Association Fee	Rs.200/-p.a
7.	University Administrative Fee	Rs.400/-p.a
8.	Professional Membership Fee	Rs.500/-p.a
9.	ID Card, PTA	Rs.450/-

3.2.3. MBA

(i) Eligibility:

- (a) Candidates seeking admission to MBA Programme are required to have Bachelor's degree from the University of Kerala or any other examinations recognized by the University of Kerala as equivalent, with marks 50% in aggregate for Part III for B.A., B.Sc. and B.Com and 50% in aggregate for all other degrees. In the case of SC/ST candidates a pass in qualifying examination is sufficient.
- (b) The candidates must also have a valid score in any one of the national level admission tests CMAT (conducted by AICTE) or MAT (conducted by AIMA).

(ii) Procedure for Selection:

Application form can be had from the college office on payment of Rs. 500 or can be downloaded from our website.

Application form duly filled (along with DD for Rs. 500/- in the case of forms downloaded from website) may be submitted to The Principal, LMCST within the prescribed date. Short listed candidates will be called



for interview and group discussion. The rank list of candidates selected for admission is prepared on the basis of CMAT/MAT score, Group Discussion and Personal Interview. The weightages are as given below.

Valid CMAT Score - 80%

Performance in GD - 10%

Performance in Personal Interview - 10%

(iii) Allotment of Seats:

100% seats are allotted by the Management based on the ranking of the candidates.

(iv) Fees:

1.	Admission Fee	Rs.150/-
2.	Caution Deposit	Rs.10,000/-(Refundable)
3.	Placement Training Fee	Rs.2000/-(I & II Semester)
4.	University Special Fee	Rs.1165/-
5.	Tuition Fee/Semester	Rs.50,000
6.	Association Fee	Rs.200/-p.a
7.	University Administrative Fee	Rs.400/-p.a
8.	Professional Membership Fee	Rs.500/-p.a
9.	ID Card, PTA	Rs.450/-

3.2.4. M.Tech

(i) Eligibility:

As per Kerala Technological University Regulations.

(ii) Allotment of seats

50% of seats will be filled by the college according to the rank order from the rank list published by DTE. Remaining 50% will be filled by the college on the basis of merit.

(iii) Fees

1.	Admission Fee	Rs.150/-
2.	Tuition Fee/Semester	Rs.65,000/-
3.	Caution Deposit	Rs.5000/-(Refundable)
4.	KTU Special Fee	Rs.1000/-



5.	Special Fee	Rs.10,000/-
6.	ID Card, PTA	Rs.450/-

4. PROSPECTUS

4.1. Staff Advisory System

Immediately after admission to the College, each student is assigned to a faculty member, the Staff Advisor, who would open a comprehensive file for personal details of the student, and guide the student during his /her course in the College. The Staff Advisor is expected to give advice and guidance to the student in all curricular and extra - curricular matters.

4.2. Attendance and leave regulations

Students are expected to attend all classes without fail. If, for unavoidable reasons, leave of absence is required, permission from competent authority should be sought as given here under.

A student will be permitted to appear for the university examinations only if he/she secures not less than 75% attendance in the total number of working periods and is physically present for a minimum of 60% of the total working periods. In addition, he / she also shall be physically present in at least 50% of total working periods for each subject.

- a) Applications for ordinary leave should be submitted to the Principal, duly recommended by the Staff Advisor concerned and Head of Department. Application for ordinary leave will not be considered under any circumstances if submitted 7days after the date of return from leave. Leave sanctioned will not count as attendance.
- b) Applications for medical leave must be submitted in the prescribed form, along with medical certificate, on the first working day after the leave. If the medical leave is sanctioned, the sanction order is to be retained by the applicant and to be produced at the end of the semester, in case condonation of shortage of attendance is required. Belated and incomplete applications for medical leave will be summarily rejected. Leave sanctioned on medical grounds will not count as attendance.
- c) Students are eligible for duty leave if they perform any kind of official



duty for the College. Students who wish to avail duty leave must apply in the prescribed form (available from the staff member in charge of the activity concerned) and get approval for performing the duty from the Principal, before the duty is performed. After the duty has been performed, the applicant must get the duty leave sanctioned by the Principal, within five working days. This is applicable for those appearing for supplementary examinations also. Belated and incomplete applications for duty leave will be summarily rejected.

4.3. Discipline, Conduct and Behavior

1. All students should be properly and neatly dressed in the prescribed uniform and have the identity card issued by the college with them.
2. The behavior of the students, within and outside the College premises should be decent and be fitting to a professional institution.
3. The student shall move silently when proceeding from one class to another so as not to disturb classes at work.
4. No student shall leave the class room before the class is dispersed off without the permission of the teacher in charge of the class.
5. Students are prohibited from organizing or attending meetings in the College, distributing notices and collecting money for any purpose without the permission of the Principal.
6. Political activity of any sort whatsoever is banned inside the college campus in accordance with the decisions of the Hon'ble Supreme court and the Hon'ble High court of Kerala.
7. Any student
 - who is persistently insubordinate.
 - who is habitually irregular in attendance or inattentive to work in the class.
 - who is repeatedly or willfully mischievous, or obscene in words or act.
 - who is guilty of fraud or malpractices at examinations.
 - who indulges in movements which lead to communal ill feelings or



enmity, will be liable to be punished according to the decision of the College Council.

8. Students must keep silence and should not cause any inconvenience to others in the library hall.
9. Scribbling or etching on drawing boards and desks and writing on the walls etc. are strictly prohibited.
10. Students are prohibited from displacing articles or furniture from their proper places in the classrooms or laboratories.
11. Under any circumstances, no student or staff or outsiders is permitted to enter the classroom while classes are going on without the permission of the concerned teacher.
12. Use of mobile phones is strictly prohibited inside the College Campus.

4.4. Staff Grievance Redressal Committee

SI No	Department	Representative
1	Civil Engg	Prof. Remadevi D.
2	ME	Prof. Franklin P. Joshua
3	EEE	Dr. Mohanalin J.
4	ECE	Sri. Ram Prasad Tripathy
5	CSE & IT	Smt. Beshiba Wilson (Convener)
6	MBA	Prof. Kesavan Nair M.P.
7	MCA	Smt. Selma Joseph
8	Applied Sciences & Humanities	Dr. K. Retnakumari Amma

1. Grievances, if any, should be in writing, dated and signed. Name and Department must be given.
2. It should be submitted to the respective departmental representative given above.

4.5. Students Grievance Redressal Committee

A Students Grievance Redressal committee is functioning in the college with the following members representing each department.



Sl No	Department	Representative
1	Civil Engg	Prof. Davy Cherian
2	ME	Ms. Bindu M.V.
3	EEE	Ms. Swapna M. (Convener)
4	ECE	Dr. Rini Jones S.B.
5	CSE & IT	Ms. Chitra A.S.
6	MBA	Ms. Smitha Jose Panackal
7	MCA	Ms. Neethu Mohan
8	Applied Sciences & Humanities	Mr. Carold Wilson Lazer J.

Procedure

1. Grievances, if any, should be in writing, dated and signed Name, roll no: branch and semester must be given.
2. It should be submitted to the respective departmental representative given above

4.6. Discipline Committee

A Discipline Committee has been constituted with the following members representing each department.

No	Department	Representative
1	Applied Sciences & Humanities	Mr. Carold Wilson Lazer J (Coordinator) Mr. Susanth S.G.
2	Civil	Prof. Davy Cherian Ms. Mary Rose Issac
3	Workshop	Mr. B. Prabhakaran Mr. Aby C Jacob
4	EEE	Ms. Sreekala Devi Ms. Priya P.S.
5	ECE	Mr. Dinakar Das C.N. Ms. Rini Jones S.B.



6	CSE & IT	Ms. Priya Sekhar Ms. Sonia George Ms. Lekshmi Chandran. Ms. Resmi Sekhar
7	ME	Mr. Sabarinath A.R. Mr. Krishna Prasanth
8	MBA	Mr. Reji John
9	MCA	Mr. Justin J Russel
10	Physical Education	Ms. Christy Francis Mr. Robin Sebastian

4.7. College Council

The College Council of Lourdes Matha College of Science & Technology consists of 13 members. The College Council functions as the Advisory Body for all academic, administrative & disciplinary matters. The Council meets regularly on third Monday of every month. Emergency meetings may be convened in case of necessity.

4.8 Working Hours

Class time	:	8.30 a.m.to 4.00 p.m.
College Office	:	8.30 a.m.to 4.00 p.m.
Library	:	8.30 a.m.to 7.00 p.m.

5. FACILITIES

5.1. Central Library and Information Centre

All the members of staff and students of the College are entitled to use the Library.

Rules and Regulations:-

1. All the personal belongings such as text books, note books, files, briefcases, umbrellas etc. should be kept in the property counter. However calculator and plain paper for taking down notes can be taken into the library.
2. Books in the reference section are not open for borrowing.
3. The library is kept open on all working days, at the times which will be specified on the notice board. The Library is kept open from 8.30 a.m. to 7.00 p.m.



4. Strict silence should be observed within the Library. The student must show his/her identity card when demanded by the Library staff.
5. Writing or underlining in the books, periodicals, maps etc. is not allowed. If required at racing may be taken with the permission of the librarian. Photocopying facilities is available for the students with specific recommendation of the concerned Group/ Advisor/ H.O.D.
6. The person in whose name a book / periodical is issued will be held responsible for the care of the same. He will have to bear the compensation for any damage or loss either by replacing or by paying double the cost as decided by the institution.
7. A member can borrow 3 books / magazines at a time from the Central Library.
8. The period of loan will be 15 days including the day of issue. If a member fails to return the book on the 15th day, a fine of Re.1/- per day, per book will be levied for the first week, Rs.2/- per day per book for the second week and Rs.5/- per day per book for the subsequent weeks. If a student is absent on medical ground the payment of fine will be waived if recommended by the concerned Head of the Department. No further issue of book will be made till all the dues are cleared.
9. A book which is temporarily in special demand may be lent for a shorter period than 15 days. The Librarian may at any time terminate loans.
10. Members are not allowed to sub-lend the books borrowed from the Library.
11. No Book shall be issued which in the opinion of the Librarian is not in sufficiently good condition for safe handling.
12. Periodicals are regarded as reference books.
13. New Books received will be displayed for a fortnight in new arrivals. These are available for issue at the end of the fortnight.
14. Members of staff can borrow six books at a time and all the borrowed books should be returned before the last working day of the year.

5.2 IIT Bombay Remote Centre

The College is a remote centre for providing QIP training to faculty members of engineering colleges through video conferencing. Our college is a 5 Star rated remote centre of IIT Bombay.



5.3 Campus Management Software

An all in one integrated campus automation software that manages administrative, curricular and co curricular activities is being installed in the campus.

5.4 Language Laboratory

The College has set up a language laboratory to assist the students to develop their communication skills. The laboratory has both audio and video facilities to learn any language - presently English and German are being taught here. The students are also being given an opportunity to develop their personality by attending the Personality Development Course.

5.5. Career Guidance & Placement Unit

The Placement and Training Cell of the College is working under the leadership of Faculty members and students from various departments.

The cell is managed by the following dynamic and committed members of the faculty

- Mr.Aswin P. Chandran (Placement Officer)
- Mr.Justin G. Russel
- Ms.Renetha J.B.
- Prasanth Kumar V.S.

The Cell arranges hands-on training, conducts industry interaction and reputed talks of experts like NASSCOM Director, Finishing Schools, etc.

The following companies visit our campus for placement drives:

- | | |
|------------------------------|-------------------------------|
| • Subex | • SunTech Software Solutions. |
| • Infosys | • Satyam Computers |
| • IBS | • Speridian |
| • Mphasis | • USTGlobal |
| • Hages Business Solutions | • Allsec |
| • HCL | • NEST |
| • X-Stream Software | • Travancore Analytics |
| • MobME | • RM ESI |
| • SoftLand | • Spericon |
| • Attinad | • American Mega Trends |
| • Vinod International (core) | |

We have hosted Placement drive for Microsoft & Wipro.



5.6 Industry - Institute - Interaction Cell

An Industry - Institute Interaction are happening at large facilitate greater collaboration of the college with the neighboring as well as global Industries. The various industries initiatives are:

- a. Advanced Partnership with Infosys through Campus Connect.
- b. Partnership with UST Global

5.7. Research, Consultancy and Extension Activities

The Research & Development activities at Lourdes Matha College of Science and Technology (LMCST) are guided by the Research Advisory Council and the R & D activities, innovative projects by students and sponsored research projects by the faculty members are being coordinated by the research division set up in the college as Lourdes Innovation Facility for Excellence (LIFE). The mission of LIFE@LMCST is to innovate excellence in academic, technology development and R & D activities. This is achieved by providing technical support for innovate ideas of faculty members and students, by integrating the academic projects with the research interests and by sharing research and development experiences in advanced topics among the students and faculty members through workshops, conferences and seminars. LIFE@LMCST also aims at developing and encouraging entrepreneurship skills among the students.

The core committee of the Lourdes Innovation Facility for Excellence (LIFE) is constituted as below:

1. Principal, LMCST	Chairman
2. HOD (EEE)	Member/Coordinator
3. HOD (ECE)	Member
4. HOD (ME)	Member
5. HOD (CSE)	Member
6. HOD (Civil Engg.)	Member
7. HOD (Dept. of Computer Applications)	Member
8. HOD (Dept. of Management Studies)	Member
9. Prof. Roy K. Varghese	Dept. Coordinator (Applied Sciences)
10. Ms. Smitha Jose Panackal	Dept. Coordinator (Dept. of Management Studies)



11. Mr. Daniel C. Ribu	Dept. Coordinator (ME)
12. Ms. Chithira Rakshmi G.	Dept. Coordinator (CSE)
13. Ms. Cibumol B. Babu	Dept. Coordinator (EEE)
14. Ms. Debarati Ganguly	Dept. Coordinator (ECE)
15. Ms. Smrithi Cheriyaath	Dept. Coordinator (CE)
16. Ms. Nisha Sebastian	Dept. Coordinator (Dept. of Computer Applications)
17. Mr. Ignatious C.A.	Member Secretary

5.8. Parent-Teacher Interaction

Parent Teacher meetings are arranged with a view to maintaining effective interaction between the Institution and the parents. It also meets whenever necessary to discuss the issues connected with the smooth functioning of the College

5.9. Technical Associations

Each branch of study has a Student's Technical Association which organizes

- Periodic Seminars in emerging areas
- Technical Tours and Visits.
- Programmes for personal and professional development and networking with Technical Experts.

5.9.1 Institutional Membership

LMCST is an Institutional member of the following:

- Institution of Engineers - Life Membership Number : IM-139
- ISTE " : IM-1139
- CSI " : 100513

5.9.2 Student Branches

- **IEEE Student Branch** : Institute of Electrical & Electronics Engineers, Inc., a non-profit organization, is the world's leading professional association for the advancement of technology. The student Branch gives students the opportunity to meet and learn from fellow students, as well as faculty members and professionals in the field.



- **CSI Student Branch:** Computer Society of India is a Professional Body with 66 Chapters and over 300 Students branches in engineering colleges throughout India. It has association with similar societies other countries. A CSI student's branch with a membership of over hundred students has been functional since October 2005. Teachers and students of Computer Science & IT Departments actively participate in the activities of CSI.
- **ISTE Student Branch :** The major objective of the Indian Society for Technical Education is to assist & contribute in the production and development of top quality professional engineers and technicians needed by the industries and other organizations

5.10 Alumni Association:

The Lourdes Matha College of Science & Technology Alumni Association (LOMAA) has been registered and the following are the Students Council office bearers for 2014-2015.

- President : Principal, LMCST (Ex-Officio)
- Vice President : Mr. Naveen Mohan
- Secretary : Mr. Aswin P. Chandran (Asso. Prof., Dept.of CSE)
- Joint Secretary : Mr. Rinku Mathew
- Treasurer : Mr. Justin. R. Russel (Asst. Prof., Dept. of Computer Applications)

6.0 AMENITIES

6.1. College Hostels

Hostel facilities for both girls and boys are available in the campus. The hostel provides a calm and relaxing atmosphere to accelerate the creative talents of the students. The Hostel Council consisting of staff and students meet as often as necessary to discuss day- to-day affairs of the hostel.

6.2. Transportation

College Bus will be available for staff and students. It will be plying from various points in Trivandrum, Balaramapuram, Neyyattinkara, and Nedumangad to College campus and back on all working days.



6.3. Canteen

The college is having a modest canteen. More than 200 students and faculty members can be served simultaneously. It houses an elegantly designed kitchen which epitomizes cleanliness.

6.4. Book Stall

A good collection of Technical Books is available in the Bookstall. Stationery items are also available in the shop.

6.5. Robotics Club

An industry initiative promoted for nurturing the new trends in the field of "Robotics. It is done in partnership with IIT Bombay.

6.6. Photographic Club

It is a start up initiative to attract as well as encourage the art of photography. Both the faculty members and students with a taste of this art are participants in the club.

6.7. NSS Unit

The National Service Scheme unit No.230 believes in serving the rural community surrounding the College as well as celebrating days of National importance.

6.8. Staff Club

It's the forum where both teaching as well as non teaching staff get together to celebrate festival events like Onam and Christmas. It also supports their members & relatives, students in their exigency. The club meets monthly to interact with each other so as to develop a very healthy and strong bond of friendship.



ACADEMIC CALENDAR 2015 – 2016

JUNE 2015

Mon	1	
Tue	2	
Wed	3	First Series Test (M2 M.Tech) to be completed
Thu	4	
Fri	5	
Sat	6	
Sun	7	
Mon	8	
Tue	9	
Wed	10	
Thu	11	
Fri	12	
Sat	13	2 nd Saturday
Sun	14	
Mon	15	
Tue	16	
Wed	17	
Thu	18	
Fri	19	
Sat	20	
Sun	21	
Mon	22	
Tue	23	
Wed	24	Orientation Programme for first year students
Thu	25	
Fri	26	
Sat	27	
Sun	28	
Mon	29	Commencement of S5 B.Tech Classes
Tue	30	First Assignment Submission (S4, S2 MCA)

No. of Working Days : 22

No. of Working Days: B.Tech S5 - 2


ACADEMIC CALENDAR 2015 – 2016
JULY 2015

Wed	1	
Thu	2	
Fri	3	St.Thomas Day - H
Sat	4	
Sun	5	
Mon	6	Commencement of S3, S7 B.Tech Classes
Tue	7	
Wed	8	
Thu	9	
Fri	10	
Sat	11	2 nd Saturday
Sun	12	
Mon	13	
Tue	14	
Wed	15	First Series Test (S4, S2 MCA) to be completed
Thu	16	
Fri	17	
Sat	18	Id-ul-Fitr (Ramadan) - H
Sun	19	
Mon	20	
Tue	21	
Wed	22	
Thu	23	
Fri	24	
Sat	25	
Sun	26	
Mon	27	Commencement of S1 MBA Classes
Tue	28	First Assignment Submission (S3, S5, S7 B.Tech)
Wed	29	
Thu	30	
Fri	31	Second Series Test (M2 M.Tech) to be completed

No. of Working Days : 22

Cumulative Working Days: B.Tech **S3** - 20; **S5** - 24; **S7** - 20



ACADEMIC CALENDAR 2015 – 2016

AUGUST 2015

Sat	1	
Sun	2	
Mon	3	Commencement of S1 S2 B.Tech Classes
Tue	4	Course Committee Meeting (S1 B.Tech)
Wed	5	
Thu	6	
Fri	7	First Series Test (S7, S5, S3 B.Tech) to be completed
Sat	8	2 nd Saturday
Sun	9	
Mon	10	Commencement of S3 MBA Classes
Tue	11	
Wed	12	
Thu	13	Report registration details of S1 B.Tech students to KTU
Fri	14	Karkidaka Vavu - H
Sat	15	Independence Day - H
Sun	16	
Mon	17	
Tue	18	
Wed	19	
Thu	20	
Fri	21	Classes End (M2 M.Tech)
Sat	22	
Sun	23	
Mon	24	
Tue	25	
Wed	26	Onam Holidays
Thu	27	
Fri	28	
Sat	29	
Sun	30	
Mon	31	Second Assignment Submission (S4, S2 MCA)

No. of Working Days : 15

Cumulative Working Days: B.Tech. **S1** - 15; **S3** - 35; **S5** - 39; **S7**- 35


ACADEMIC CALENDAR 2015 – 2016
SEPTEMBER 2015

Tue	1	
Wed	2	Publish Attendance (S1 B.Tech)
Thu	3	Classes End (M4 M.Tech)
Fri	4	Second Series Test (S4, S2 MCA) to be completed
Sat	5	Sreekrishna Jayanthi - H
Sun	6	Second Assignment Submission (S3, S5, S7 B.Tech)
Mon	7	
Tue	8	
Wed	9	Test 1 (S1 B.Tech) to be completed
Thu	10	
Fri	11	
Sat	12	2 nd Saturday
Sun	13	
Mon	14	
Tue	15	First Series Test (S1, S3 MBA) to be completed
Wed	16	Second Series Test (S3, S5, S7 B.Tech) to be completed
Thu	17	Course Committee Meeting (S1, B.Tech)
Fri	18	Publish Test 1 Marks (S1 B.Tech)
Sat	19	
Sun	20	
Mon	21	Sree Narayana Guru Samadhi Day - H
Tue	22	Third Assignment Submission (S3, S2 MCA)
Wed	23	
Thu	24	Id-UI-Ad'ha (Bakrid)
Fri	25	
Sat	26	
Sun	27	
Mon	28	
Tue	29	
Wed	30	Third Series Test (S4, S2 MCA) to be completed

No. of Working Days : 20

Cumulative Working Days: B.Tech **S1** - 35; **S3** - 55; **S5** - 59; **S7** - 55



ACADEMIC CALENDAR 2015 – 2016

OCTOBER 2015

Thu	1	Publish Attendance (S1 B.Tech)
Fri	2	Gandhi Jayanthi - H
Sat	3	
Sun	4	
Mon	5	Commencement of Model Exams (S4, S2 MCA) Begins
Tue	6	
Wed	7	
Thu	8	Third Assignment Submission (S3, S5, S7 B.Tech)
Fri	9	
Sat	10	2 nd Saturday
Sun	11	
Mon	12	Third Series Test (S7, S5, S3 B.Tech) to be completed, Classes End (S5, S3 B.tech)
Tue	13	
Wed	14	
Thu	15	
Fri	16	
Sat	17	
Sun	18	
Mon	19	Second Series Test (S1, S3 MBA) to be completed
Tue	20	
Wed	21	Test 2 (S1 B.Tech) to be completed
Thu	22	Mahanavami - H
Fri	23	Vijayadasami - H
Sat	24	Muharram - H
Sun	25	
Mon	26	Commencement of University Theory Exams (S3, S5 B.Tech)
Tue	27	
Wed	28	Classes End (S7 B.Tech)
Thu	29	
Fri	30	
Sat	31	

No. of Working Days : 19

Cumulative Working Days: B.Tech. **S1** - 54; **S3** - 62; **S5** - 66; **S7**- 72



ACADEMIC CALENDAR 2015 – 2016

NOVEMBER 2015

Sun	1	
Mon	2	Publish Test 2 (S1 B.Tech) Marks
Tue	3	
Wed	4	
Thu	5	
Fri	6	
Sat	7	
Sun	8	
Mon	9	
Tue	10	Deepavali - H
Wed	11	
Thu	12	Commencement of University Theory Exams (S7 B.Tech)
Fri	13	
Sat	14	2 nd Saturday
Sun	15	
Mon	16	
Tue	17	
Wed	18	Last date for evaluation of Practical (S1 B.Tech)
Thu	19	
Fri	20	Publish Internal Marks (S1 B.Tech)
Sat	21	
Sun	22	
Mon	23	Course Committee Meeting (S1 B.Tech)
Tue	24	Forward Attendance Shortage & Internal Marks to KTU
Wed	25	
Thu	26	
Fri	27	Classes End (S1 B.Tech)
Sat	28	
Sun	29	
Mon	30	

No. of Working Days : 20

Cumulative Working Days: B.Tech **S1** - 73



ACADEMIC CALENDAR 2015 – 2016

DECEMBER 2015

Tue	1	Commencement of University Theory Exams (S1 B.Tech)
Wed	2	
Thu	3	
Fri	4	
Sat	5	
Sun	6	
Mon	7	
Tue	8	
Wed	9	
Thu	10	
Fri	11	Sports
Sat	12	Sports
Sun	13	
Mon	14	
Tue	15	Publish Result (S1 B.Tech)
Wed	16	Commencement of S8, S6, S4 B.Tech Classes
Thu	17	Registration - Supplementary (S1 B.Tech)
Fri	18	Registration - Supplementary (S1 B.Tech)
Sat	19	
Sun	20	
Mon	21	
Tue	22	
Wed	23	Christmas Holidays
Thu	24	
Fri	25	
Sat	26	
Sun	27	
Mon	28	Commencement of Supplimentary Exams (S1 B.Tech)
Tue	29	
Wed	30	
Thu	31	

No. of Working Days : 18

No. of Working Days: B.Tech. (S4, S6, S8) - 7



ACADEMIC CALENDAR 2015 – 2016

JANUARY 2016

Fri	1	New Year
Sat	2	
Sun	3	
Mon	4	
Tue	5	
Wed	6	
Thu	7	Cultural Week
Fri	8	
Sat	9	2 nd Saturday
Sun	10	
Mon	11	Publish Result (S1 B.Tech)
Tue	12	
Wed	13	
Thu	14	Commencement of S2 B.Tech Classes
Fri	15	First Assignment Submission (S4, S6, S8 B.Tech)
Sat	16	
Sun	17	
Mon	18	
Tue	19	
Wed	20	
Thu	21	
Fri	22	
Sat	23	
Sun	24	
Mon	25	
Tue	26	Republic Day - H
Wed	27	
Thu	28	
Fri	29	First Series Test (S4, S6, S8 B.Tech) to be completed
Sat	30	
Sun	31	

No. of Working Days : 20

Cumulative Working Days: B.Tech (S4, S6,S8) - 27



ACADEMIC CALENDAR 2015 – 2016

FEBRUARY 2016

Mon	1	
Tue	2	
Wed	3	
Thu	4	
Fri	5	
Sat	6	
Sun	7	
Mon	8	
Tue	9	
Wed	10	
Thu	11	Feast day of Lourdes Matha
Fri	12	Second Assignment Submission (S4, S6, S8 B.Tech)
Sat	13	2 nd Saturday
Sun	14	
Mon	15	
Tue	16	
Wed	17	
Thu	18	
Fri	19	
Sat	20	
Sun	21	
Mon	22	
Tue	23	
Wed	24	
Thu	25	
Fri	26	Maha Shivarathri - H
Sat	27	
Sun	28	
Mon	29	

No. of Working Days : 20

Cumulative Working Days: B.Tech. (S4, S6, S8) - 47



ACADEMIC CALENDAR 2015 – 2016

MARCH 2016

Tue	1	
Wed	2	
Thu	3	
Fri	4	
Sat	5	
Sun	6	
Mon	7	
Tue	8	
Wed	9	
Thu	10	Third Assignment Submission (S4, S6, S8 B.Tech)
Fri	11	
Sat	12	2 nd Saturday
Sun	13	
Mon	14	
Tue	15	
Wed	16	
Thu	17	
Fri	18	Second Series Test (S4, S6, S8 B.Tech) to be completed
Sat	19	
Sun	20	
Mon	21	
Tue	22	
Wed	23	
Thu	24	Maundy Thursday - H
Fri	25	Good Friday - H
Sat	26	
Sun	27	Easter
Mon	28	
Tue	29	
Wed	30	
Thu	31	

No. of Working Days : 21

Cumulative Working Days: B.Tech (S4, S6, S8) - 68


ACADEMIC CALENDAR 2015 – 2016
APRIL 2016

Fri	1	
Sat	2	
Sun	3	
Mon	4	
Tue	5	
Wed	6	
Thu	7	
Fri	8	
Sat	9	2 nd Saturday
Sun	10	
Mon	11	
Tue	12	
Wed	13	Third Series Test (S4,S6,S8 B.Tech) to be completed, Classes End (S4,S6,S8 B.Tech)
Thu	14	Birthday of Dr. B.R. Ambedkar - H
Fri	15	Vishu - H
Sat	16	
Sun	17	
Mon	18	
Tue	19	
Wed	20	
Thu	21	
Fri	22	
Sat	23	
Sun	24	
Mon	25	
Tue	26	
Wed	27	
Thu	28	Commencement of University Theory Exams (S4,S6,S8 B.Tech)
Fri	29	
Sat	30	

No. of Working Days : 19

 Cumulative Working Days: B.Tech. (**S4,S6,S8**) - 77


ACADEMIC CALENDAR 2015 – 2016
MAY 2016

Sun	1	May Day
Mon	2	
Tue	3	
Wed	4	
Thu	5	
Fri	6	
Sat	7	
Sun	8	
Mon	9	
Tue	10	
Wed	11	
Thu	12	
Fri	13	
Sat	14	2 nd Saturday
Sun	15	
Mon	16	
Tue	17	
Wed	18	
Thu	19	
Fri	20	
Sat	21	
Sun	22	
Mon	23	
Tue	24	
Wed	25	
Thu	26	
Fri	27	
Sat	28	
Sun	29	
Mon	30	
Tue	31	

No. of Working Days : 22

