



## **KARPAGAM ACADEMY OF HIGHER EDUCATION**

*(Deemed to be University Established under Section 3 of UGC Act 1956)*

**Eachanari, Coimbatore-641 021. INDIA**

### **FACULTY OF ENGINEERING**

#### **DEGREE OF BACHELOR OF ENGINEERING / TECHNOLOGY**

#### **REGULAR PROGRAMME**

#### **REGULATIONS 2023**

#### **CHOICE BASED CREDIT SYSTEM**

**These regulations are effective from the academic year 2023 – 2024 and applicable to the candidates admitted to B. E. / B. Tech. during 2023 - 2024 and onwards.**

### **1. ADMISSION**

Candidates seeking admission to the first semester of the eight semesters B. E./B.Tech Degree Programme:

Should have passed the Higher Secondary Examination (10+2) prescribed by the State Government / Central Government with Mathematics/ Physics/ Chemistry/ Computer Science/ Electronics/ Information Technology/ Biology/ Informatics Practices/ Biotechnology/ Technical Vocational subject/ Agriculture/ Engineering Graphics/ Business Studies/ Entrepreneurship. (Any of the above three subjects) or any similar Examination of any other institution/ University or authority accepted by the Karpagam Academy of Higher Education as equivalent thereto).

Should obtained at least 45% marks (40% marks in case of candidates belonging to reserved category) in the above subjects taken together.

**(OR)**

Passed min. 3 years Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) subject to vacancies in the First Year, in case the vacancies at lateral entry are exhausted. (The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)

### **Lateral Entry Admission**

Candidates who possess Diploma in Engineering / Technology (10+3 or 10+2+2) awarded by the Directorate of Technical Education with passed minimum THREE years / TWO years (Lateral Entry) Diploma examination with at least 45% marks (40% marks in case of candidates belonging to reserved category) in ANY branch of Engineering and Technology are eligible to apply for admission to the third semester of B. E./B. Tech.. Such candidates shall undergo two additional engineering subjects in the 3<sup>rd</sup> and 4<sup>th</sup> semester as prescribed by the University.

**OR**

Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.

**OR**

Passed D.Voc. Stream in the same or allied sector.

(The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)

**Eligibility criteria for admission in the third semester is given in the table below.**

S. No.	Programme	Eligibility criteria
1.	B.E Bio Medical Engineering	<p>Passed Minimum THREE years / TWO years (Lateral Entry) Diploma examination with at least 45% marks (40% marks incase of candidates belonging to reserved category) in ANY branch of Engineering and Technology.</p> <p style="text-align: center;"><b>OR</b></p> <p>Passed B.Sc. Degree from a recognized University as defined by UGC, with at least 45% marks (40% marks in case of candidates belonging to reserved category) and passed 10+2 examination with Mathematics as a subject.</p> <p style="text-align: center;"><b>OR</b></p> <p>Passed D.Voc. Stream in the same or allied sector. (The Universities will offer suitable bridge courses such as Mathematics, Physics, Engineering drawing, etc., for the students coming from diverse backgrounds to achieve desired learning outcomes of the programme)</p>
2	B. E. Civil Engineering	
3.	B. E. Computer Science and Design	
4.	B. E. Computer Science and Engineering	
5.	B. E. Electrical and Electronics Engineering	
6.	B. E. Electronics and Communications Engineering	
7.	B. E. Mechanical Engineering	
8.	B. Tech. Artificial Intelligence and Data Science	
9.	B. Tech Bio - Technology	
10.	B. Tech Food Technology	

### **Migration from other University**

Candidates who have completed their first to sixth semesters of B. E./B. Tech. study in any University are eligible to apply for admission to their next semester of B. E./B. Tech. in the branch corresponding to their branch of study. The student will be exempted from appearing for Examination of the equivalent courses passed in the earlier programme and will have to appear for courses which he/she has not done during the period of his/her earlier programme. Along with the request letter and mark sheets, he/she has to submit a copy of syllabus of the programme duly attested by the Registrar, Competent authority, he/she has undergone. Equivalence Certificate shall be provided by the “Students’ Affairs Committee” of Karpagam Academy of Higher Education

Students' Affairs Committee comprises all the Heads of the Departments and Dean of the Faculty of Engineering and a nominee of the Registrar.

## **2 . PROGRAMMES OFFERED**

A candidate may undergo a programme in any one of the branches of study approved by the University as given below.

### **List of B. E. and B. Tech. Degree Programmes**

1. B.E Bio Medical Engineering
2. B. E. Civil Engineering
3. B. E. Computer Science and Design
4. B. E. Computer Science and Engineering
5. B. E. Electrical and Electronics Engineering
6. B. E. Electronics and Communications Engineering
7. B. E. Mechanical Engineering
8. B.Tech. Artificial Intelligence and Data Science
9. B. Tech. Bio-Technology
10. B. Tech Food Technology

## **3. MODE OF STUDY**

### **Full-Time:**

In this mode of study, the candidates are required to attend classes regularly on the specified working days of the University.

Conversion from full time mode of study to part time is not permitted.

Change from one programme to another is not permitted.

## **4. STRUCTURE OF PROGRAMMES**

Every programme will have a curriculum with syllabus consisting of theory and practical courses such as:

- (i) General core courses comprising Mathematics, Basic Sciences, Engineering Sciences and Humanities.
- (ii) Core courses of Engineering/Technology.
- (iii) Elective courses for specialization in related fields.
- (iv) Workshop practice, computer practice, engineering graphics, laboratory work, in-plant training, seminar presentation, project work, industrial visits, camps, etc.

Every student is encouraged to participate in at least any one of the following programmes

- NSS / Sports/Physical exercise/NCC/YRC/Red Ribbon club/Environment club and Energy club
- Other Co-Curricular and Extra Curricular activities

## (V) Choice Based Credit System

CBCS is introduced for students admitted in the academic year 2017-18. As per AICTE guidelines, CBCS is an approach in which students opt for courses of their choice. CBCS provides greater flexibility with multiple courses and enable students to undergo additional courses. CBCS is applicable to Full Time Undergraduate & Post Graduate Programmes of study. It provides a choice for students to select from the prescribed courses (Professional soft core, Professional Hard core, Professional Electives, Open Electives, Value added courses, Humanity Sciences, Basic sciences & Engineering sciences). A course designated as hard core for a particular programme of study must invariably be completed by the student to receive the degree in the programme. The Hardcore courses cannot be substituted by another courses. Students can exercise their choice among a set of Soft core courses from the list of Soft core courses specified for each Programme of study. The student should meet the criteria for prerequisites to become eligible to register for that course. The student should request for the course for every semester within the first week of semester. Maximum no of students to be registered in each course shall depend on availability of physical facilities, classroom availability and lab capacity. Registration of already requested courses by students in previous semester is not allowed.

Each course is normally assigned certain number of credits.

No. of credits per lecture period per week	1
No. of credits per tutorial period per week	1
No. of credits for 3 periods of laboratory course per week	2
No. of credits for 3 periods of project work per week	2
No. of credits for 2 periods of Value added course per week:	1
No. of credits for 3 weeks of in-plant training during semester vacations	1

In every semester, the curriculum shall normally have a blend of theory courses not exceeding 6 and practical courses not exceeding 3. However, the total number of courses per semester shall not exceed 8.

The prescribed credits required for the award of the degree shall be within the limits specified below.

PROGRAMME	PRESCRIBED CREDIT RANGE
B. E./B. Tech.	160– 165

The medium of instruction for all Courses, Examinations, Seminar presentations and Project/Thesis reports is English.

## Value Added Course

Besides core courses and elective courses, value added course is introduced. The blend of different courses is so designed that the student would be trained not only in his / her relevant professional field but also as a socially conscious human being.

Evaluation in the courses comprises two parts, one is the Continuous Internal Assessment (CIA) and the other one is the End Semester Examination (ESE). Evaluation in few courses may be by Internal Assessment only.

## 5. DURATION OF THE PROGRAMME

The prescribed duration of the programme shall be

Programme	Min. No. of semesters	Max. No. of semesters
B. E./B. Tech. ( H. Sc. Candidates)	8	14
B. E./B. Tech. (Lateral Entry Candidates)	6	12

Each semester shall normally consist of 90 working days or 540 hours.

Additional classes for improvement, conduct of model test, etc., over and above the specified periods shall be arranged, if required. But for the purpose of calculation of attendance requirement for eligibility to appear for the end semester Examinations (as per Clause 11) by the students, 540 hours conducted within the specified academic schedule alone shall be taken into account and the overall percentage of attendance shall be calculated accordingly.

## 6. REQUIREMENTS FOR COMPLETION OF THE SEMESTER

Ideally every student is expected to attend all classes and secure 100% attendance. However, in order to allow for certain unavoidable circumstances, the student is expected to attend at least 75% of the classes and the conduct of the candidate has been satisfactory during the course.

A candidate who has secured attendance between 65% and 74% (both included), due to medical reasons (Hospitalization / Accident / Specific Illness) or due to participation in University / District / State / National / International level sports or due to participation in Seminar / Conference / Workshop / Training Programme / Voluntary Service / Extension activities or similar programmes with prior permission from the Registrar shall be given exemption from prescribed attendance requirements and shall be permitted to appear for the Examination on the recommendation of the Head of the Department concerned and Dean to condone the lack of attendance. The Head of the Department has to verify and certify the genuineness of the case before recommending to the Dean. However, the candidate has to pay prescribed condonation fees.

Candidates who are not recommended for condonation and those who have less than 65% attendance will not be permitted to proceed to the next semester and have to redo the course. However, they are permitted to write the arrear Examinations, if any.

## 7. CLASS ADVISOR

To help the students in planning their courses of study and for general advice on the academic programme, the Head of the Department will attach a certain number of students to a teacher of the Department who shall function as Class Advisor for those students throughout their

period of study. Such Class Advisors shall advise the students and monitor the courses undergone by the students, check the attendance and progress of the students and counsel them periodically. If necessary, the Class Advisor may display the cumulative attendance particulars in the Department notice board and also discuss with or inform the Parents/Guardian about the progress of the students. Each student shall be provided with course plan for each course at the beginning of each semester.

## 8. CLASS COMMITTEE

Every class shall have a class committee consisting of teachers of the class concerned, Maximum of six student representatives [boys and girls] and the concerned Head of the Department. It is like the 'Quality Circle' with the overall goal of improving the teaching-learning process. The functions of the class committee include

- Clarifying the regulations of the degree programme and the details of rules therein particularly Clause 4 and 5 which should be displayed on Department Notice-Board.
- Informing the student representatives, the details of Regulations regarding weight age used for each assessment. In the case of practical courses (laboratory / drawing / project work / seminar, etc.) the breakup of marks for each experiment / exercise / module of work, should be clearly discussed in the class committee meeting and informed to the students.
- Solving problems experienced by students in the class room and in the laboratories.
- Informing the student representatives, the academic schedule, including the dates of assessments and the syllabus coverage for each assessment.
- Analyzing the performance of the students of the class after each test and finding the ways and means of solving problems, if any.
- Identifying the weak students, if any and requesting the teachers concerned to provide some additional academic support.

The class committee for a class under a particular branch is normally constituted by the Head of the Department. However, if the students of different branches are mixed in a class (like the first semester which is generally common to all branches), the class committee is to be constituted by the Dean.

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

The Chairperson of the Class Committee may convene the meeting of the class committee.

The Dean may participate in any Class Committee of the Faculty.

The Chairperson is required to prepare the minutes of every meeting, submit the same to Dean through the HOD within two days of the meeting and arrange to circulate it among the students and teachers concerned. If there are some points in the minutes requiring action by the

Management, the same shall be brought to the notice of the Registrar by the HOD through Dean.

The first meeting of the Class Committee shall be held within one week from the date of commencement of the semester, in order to inform the students about the nature and weightage of assessments within the framework of the regulations. Two subsequent meetings may be held in a semester at suitable intervals. During these meetings the student members representing the entire class, shall meaningfully interact and express their opinions and suggestions of the other students of the class in order to improve the effectiveness of the teaching-learning process.

## **9. COURSE COMMITTEE FOR COMMON COURSES**

Each common theory course offered to more than one discipline or group, shall have a “Course Committee” comprising all the teachers handling the common course with one of them nominated as Course Coordinator. The nomination of the Course Coordinator shall be made by the Dean depending upon whether all the teachers teaching the common course belong to a single department or to several departments. The ‘Course Committee’ shall meet to arrive at a common scheme of evaluation for the test and shall ensure a uniform evaluation of the tests. Where ever feasible, the Course Committee may also prepare a common question paper for the Internal Assessment test(s).

## **10. PROCEDURE FOR AWARDING MARKS FOR INTERNAL ASSESSMENT**

Every teacher is required to maintain an 'ATTENDANCE AND ASSESSMENT RECORD' (Log book) which consists of attendance marked in each theory or practical or project work class, the test marks and the record of class work (topic covered), separately for each course.

Continuous Internal Assessment (CIA): The performance of students in each subject will be continuously assessed by the respective teachers as per the guidelines given below:

### **THEORY COURSES:**

<b>S. No.</b>	<b>CATEGORY</b>	<b>MAXIMUM MARKS</b>
1.	Assignment	5
2.	Seminar *	5
3.	Attendance	5
4.	Test – I	8
5.	Test – II	8
6.	Test – III	9
<b>Continuous Internal Assessment : TOTAL</b>		<b>40</b>

\*Evaluation shall be made by a committee.

**PATTERN OF TEST QUESTION PAPER (Test I & II)**

<b>INSTRUCTION</b>	<b>REMARKS</b>
<b>Maximum Marks</b>	60
<b>Duration</b>	2 Hours
<b>Part- A</b>	1 to 9 Two Mark Questions, uniformly covering the two units of the syllabus. All the 9 Questions are to be answered. (9 x 2 =18Marks).
<b>Part- B</b>	Question 10 to 12 will be of either or type, covering two units of the syllabus. Each Question may have subdivision. (3 x 14 =42 Marks).

**PATTERN OF TEST QUESTION PAPER(Test III)**

<b>INSTRUCTION</b>	<b>REMARKS</b>
<b>Maximum Marks</b>	100
<b>Duration</b>	3 Hours
<b>Part - A</b>	Part A will be online Examination. 20 Objective type Questions, Covering all the 5 units. (20 x 1= 20 Marks) (Online Examination).
<b>Part- B</b>	21 to 25 Two Mark Questions, uniformly covering the Five units of the syllabus. All the 5 Questions are to be answered. (5 x 2= 10Marks).
<b>Part- C</b>	Question 26 to 30 will be of either or type, covering Five units of the syllabus. Each Question may have subdivision. (5 x 14=70 Marks).

**PRACTICAL COURSES:**

<b>S. No</b>	<b>CATEGORY</b>	<b>MAXIMUM MARKS</b>
1.	Attendance	5
2.	Observation work	5
3.	Record work	5
4.	Model Examination	15
5.	Viva – Voce [Comprehensive]	10
<b>Continuous Internal Assessment: TOTAL</b>		40



Every practical exercise / experiment shall be evaluated based on the conduct of exercise/ experiment and records maintained.

### **INTEGRATED THEORY AND PRACTICAL COURSES:**

The Continuous Internal Assessment for Integrated Theory Course is awarded for 40 Marks with mark split up similar to regular theory course.

The external evaluation of integrated practical component from End semester Examination by internal mode is awarded for 50 Marks and later scaled down to 15 Marks and similarly the external evaluation for integrated theory from End semester Examination is awarded for 100 Marks and later scaled down to 45 Marks. Hence the external assessment for Integrated theory and practical components contribute to 60 Marks.

### **ATTENDANCE**

**Attendance carries a maximum of 5 marks and the distribution is as under:**

<b>S. No.</b>	<b>Attendance %</b>	<b>Marks</b>
1	91 and above	5.0
2	81-90	4.0
3	76-80	3.0

### **PROJECT WORK/ INTERNSHIPS:**

Final year project work will be always in-house. However, as a special case, if a student is able to get a project from a government organization or private or public sector company, the student may be permitted to do his/her project work in reputed institution/research organization/industry. Hence final year students may have commencement of eighth semester classes for 30 days in fast track mode and complete their final semester and are made eligible for undergoing Internships in Industry and also interested students are permitted for doing projects in Industries.

### **CERTIFICATION COURSES:**

Students have to undergo a minimum of one value added course beyond curriculum as a certified course per semester for duration not less than 30 hours.

## **11. REQUIREMENTS FOR APPEARING FOR END SEMESTER EXAMINATION (ESE)**

A candidate shall normally be permitted to appear for the ESE of any semester commencing from I semester if he/she has satisfied the semester completion requirements (Subject to Clause 5) and has registered for Examination in all courses of the semester. Registration is mandatory for Semester Examinations as well as arrear Examinations failing which the candidate will not be permitted to attend the next semester. A candidate already appeared for a subject in a semester and passed the Examination is not entitled to reappear in the same subject of the semester for improvement of grade.

## **12. END SEMESTER EXAMINATION**

ESE will be held at the end of each semester for each subject, for 100 marks, later scaled down to 60 marks.

## PATTERN OF ESE QUESTION PAPER:

INSTRUCTION	REMARKS
Maximum Marks	100
Duration	3 Hours
Part - A	Part A will be online Examination. 20 Objective type Questions. Covering all the 5 units. <b>20*1= 20 Marks (Online Examination)</b>
Part- B	21 to 25 Two Mark Questions, uniformly covering the Five units of the syllabus. All the 5 Questions are to be answered. <b>(5 *2= 10Marks).</b>
Part- C	Question 26 to 30 will be of either or type, covering Five units of the syllabus. Each Question may have subdivision. <b>(5*14=70 Marks)</b>

### 13. PASSING REQUIREMENTS

Passing minimum: The passing minimum for CIA is 20 (i.e. out of 40 marks). The passing minimum for ESE is 30 (i.e. out of 60 marks). The overall passing minimum for theory/laboratory course is 50 (Sum of his/her score in CIA and ESE) out of 100 marks.

The passing minimum for value added course is 50 marks out of 100marks. There will be two tests, the first covering 50% of syllabus for 50 marks and the other for 50 marks.

If the candidate fails to secure a pass in a particular course ESE, it is mandatory that candidate shall register and reappear for the Examination in that course during the subsequent semester when Examination is conducted in that course. Further the candidate should continue to register and reappear for the Examination till a pass is secured in such supplementary Examination within the stipulated maximum duration of the programme (Clause 5.1).

The CIA marks obtained by the candidate in his/her first or subsequent appearance where he/she secures a pass shall be retained by the office of the Controller of Examinations and considered valid for all remaining attempts till the candidate secures a pass in his/her ESE.

If the candidate fails to secure a pass in a particular course in CIA, it is mandatory that candidate shall register and reappear for the CIA in that course during the subsequent semester when CIA is conducted in that course by the faculty member assigned for that particular course during that semester by the concerned HOD. Further, the candidate should continue to register and reappear for the CIA till a pass is secured in such subsequent Examination within the stipulated maximum duration of the programme (Clause 5.1).

If a candidate fails to secure a pass in value added course, he/she has to appear for the tests when course is conducted subsequently.

### ONLINE COURSE(MOOC) COORDINATOR

To help students in planning their online courses and for general advice on online courses, the HOD shall nominate a MOOC coordinator for the online courses. The Online course MOOC coordinator

shall identify the courses which students can select for their programme from the available online courses offered by the different agencies periodically and inform the same to the students. Further, the coordinator shall advise the students regarding the online courses and monitor their course.

Student Shall study atleast one online course from Sawayam/NPTEL in anyone of the first seven semesters for which examination shall be conducted at the end of the course by the respective organization body. The student can register to the course which are approved by the department. The student shall produce a pass certificate from the respective body before the end of the seventh semester.

#### 14. AWARD OF LETTER GRADES

All assessments of a course will be done on absolute mark basis. However, for the purpose of reporting the performance of a candidate letter grades, each carrying certain number of points will be awarded as per the range of total marks (out of 100) obtained by the candidate in each subject as detailed below:

Letter grade	Marks Range	Grade Point	Description
O	91 - 100	10	OUTSTANDING
A+	81- 90	9	EXCELLENT
A	71-80	8	VERY GOOD
B+	66- 70	7	GOOD
B	61 – 65	6	ABOVE AVERAGE
C	55 - 60	5	AVERAGE
D	50 - 54	4	PASS
RA	<50	-	REAPPEARANCE
AB		0	ABSENT

#### GRADE SHEET

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

- The list of courses enrolled during the semester and the grade scored,
- The Grade Point Average (**GPA**) for the semester and
- The Cumulative Grade Point Average (**CGPA**) of all courses enrolled from first semester onwards.

**GPA** is the ratio of the sum of the products of the number of Credits (**C**) of courses enrolled and the Grade Points (**GP**) corresponding to the grades scored in those courses, taken for all the courses to the sum of the number of credits of all the courses in the semester.

$$\text{GPA} = \frac{\text{Sum of [C*GP]}}{\text{sum of c}}$$

**CGPA** will be calculated in a similar manner, considering all the courses enrolled from First semester. **RA** grade and value added course will be excluded for calculating **GPA** and **CGPA**.

## **REVALUATION**

Revaluation and Re-totaling is allowed on representation. A candidate can apply for revaluation of his/her semester Examination answer paper in a theory course, within 2 weeks from the declaration of results, on payment of a prescribed fee through proper application to the Controller of Examinations through the Head of the Department and Dean. A candidate can apply for revaluation of answer scripts for not exceeding 5 subjects at a time. The Controller of Examinations will arrange for the revaluation and the results will be intimated to the candidate through the Head of the Department and Dean. Revaluation is not permitted for Supplementary Examinations, Practical Examinations, Technical Seminars, In-plant Training and Project Work.

## **TRANSPARENCY AND GRIEVANCE COMMITTEE**

A student may get the Photostat copy of the answer script on payment of prescribed fee, if he/she wishes. The students can represent the grievance, if any, to the Grievance Committee, which consists of Dean of the Faculty, (if Dean is HOD, the Dean of another Faculty nominated by the University), HOD of the Department concerned, the faculty of the course and Dean from other discipline nominated by the University and the COE. If the Committee feels that the grievance is genuine, the script may be sent for external valuation; the marks awarded by the External Examiner will be final. The student has to pay prescribed fee for the same.

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

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

- Successfully gained the required number of total credits as specified in the curriculum corresponding to his/her programme within the stipulated time.
- No disciplinary action is pending against him/her.

The award of the degree must be approved by the Board of Management of Karpagam

Academy of Higher Education.

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

A candidate who qualifies for the award of the Degree (vide Clause 15) having passed the Examination in all the courses in his/her first appearance within the specified minimum number of semesters (vide Clause 5.1) securing a CGPA of not less than **8** shall be declared to have passed the Examination in First Class with Distinction.

A regular candidate or a lateral entrant is eligible to register for BE(Honors), B.Tech(Honors). If, he / she has passed all the courses in the first appearance and

holds / maintains a CGPA of 7.5 at VI Semester. He / she has to take an additional 20 credits by studying online courses through Swayam/NPTEL . Such a candidate is eligible for the award of BE (Honor),B.Tech(Honor). However, if he / she fails in securing 20 additional credits but maintains CGPA of 7.5 and above is not eligible for Honors degree but eligible for First class with Distinction.

A candidate who qualifies for the award of the Degree (vide Clause 15) having passed the Examination in all the courses within the specified minimum number of semesters (vide Clause 5.1) plus one year (two semesters), securing CGPA of not less than **6.5** shall be declared to have passed the Examination in First Class.

**16.3** All other candidates (not covered in Clauses 17.1 and 17.2) who qualify for the award of the degree (vide Clause 15) shall be declared to have passed the Examination in Second Class.

## **17. PROVISION FOR WITHDRAWAL FROM END-SEMESTER EXAMINATION**

A candidate may for valid reasons and on prior application, be granted permission to

Withdraw from appearing for the examination of any one course or consecutive examinations of more than one course in a semester examination.

Such withdrawal shall be permitted only once during the entire duration of the degree programme. Withdrawal application shall be valid only if the candidate is otherwise eligible to write the Examination

**17.3** Withdrawal application is valid only if it is made within 10 days prior to the commencement of the Examination in that course or courses and recommended by the Head of the Department, Dean and approved by the Registrar.

**17.3.1** Notwithstanding the requirement of mandatory TEN days notice, applications for withdrawal for special cases under extraordinary conditions may be considered on the merit of the case.

Withdrawal shall not be construed as an appearance for the eligibility of a candidate for First Class with Distinction. This provision is not applicable to those who seek withdrawal during III semester.

Withdrawal from the ESE is NOT applicable to arrear Examinations.

The candidate shall reappear for the withdrawn courses during the Examination conducted in the subsequent semester.

## **18. PROVISION FOR AUTHORISED BREAK OF STUDY**

Break of Study shall be granted only once for valid reasons for a maximum of one year during the entire period of study of the degree programme. However, in extraordinary situation the candidate may apply for additional break of study not exceeding another one year by paying prescribed fee for break of study. If a candidate intends to temporarily discontinue the programme in the middle of the semester for valid reasons and to rejoin the programme in a subsequent year, permission may be granted based on the merits of the case provided he/she applies to the Registrar, through the Head of the Department and Dean stating reasons thereof and the probable date of rejoining the programme.

The total number of semesters for completion of the programme from the commencement of the first semester to which the candidate was admitted shall not exceed the maximum no. of semesters specified in Clause 5.1 irrespective of the period of break of study (vide Clause 18) in order that he/she may be eligible for the award of the degree (vide Clause 15). The candidate thus permitted to rejoin the programme at the commencement of the semester after the break shall be governed by the curriculum and regulations in force at the time of rejoining. Such candidates may have to do additional courses as per the curriculum and regulations in force at that period of time.

The authorized break of study (for a maximum of one year) will not be counted for the duration specified for passing all the courses for the purpose of classification (vide Clause 17). However, additional break of study granted will be counted for the purpose of classification.

The total period for completion of the programme reckoned from, the commencement of the first semester to which the candidate was admitted shall not exceed the maximum period specified in Clause 5.1 irrespective of the period of break of study (vide Clause 18.3) in order that he/she may be eligible for the award of the degree.

If any student is detained for want of requisite attendance, progress and good conduct, the period spent in that semester shall not be considered as permitted 'Withdrawal' or 'Break of Study' (Clause 18 and 18 respectively).

**19. SUPPLEMENTARY ESE:** After the publication of VIII semester results, if a student has **ONE** arrear in any theory course of the entire programme, he/she will be permitted to apply within 15 days of the publication of results, and appear for supplementary Examination.

## **20. INDUSTRIAL VISIT**

Every student is required to undergo one industrial visit for every semester, starting from the third semester of the programme.

## **21. DISCIPLINE**

Every student is required to observe discipline and decorous behavior both inside and outside the University and not to indulge in any activity which will tend to bring down the prestige of the University. The erring student will be referred to the Disciplinary Committee constituted by the University, to enquire into acts of indiscipline and recommend to the University about the disciplinary action to be taken.

If a student indulges in malpractice in any of the ESE/CIA he/she shall be liable for punitive action as prescribed by the University from time to time.

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

The University may from time to time revise, amend or change the Regulations, Scheme of Examinations and syllabi, if found necessary on the recommendations of Board of Studies, Academic Council and Board of Management of Karpagam Academy of Higher Education.

## Karpagam Innovation and Incubation Council (KIIC):

### (A Section 8 Company)

Based on the 2019 National Innovation and Startup Policy and the 2019–2023 Tamil Nadu Startup Policy, KIIC has recommended to the KAHE students who are affiliated with the KIIC that it be incorporated in the university Program Regulations 2023-24 and implement from this academic year.

#### Norms to Student Start-Ups

- Any (UG/PG/(Ph.D.) Research scholars, student, right from the first year of their program is allowed to set a startup (or) work part time/ full time in a startup or work as intern in a startup
- Any (UG/PG/(Ph.D.) Research scholars) student right from the first year of their program is allowed to earn credit for working on Innovative prototypes/business Models/ Pre incubation (case to case basis).
- Start Up activities will be evaluated based on the guidelines being given by the expert committee of the KIIC
- Student Entrepreneurs may use the address of incubation center (KIIC) to register their venture while studying in KAHE.
- Students engaged in startups affiliated with the KIIC or those who work for them may be exempted from KAHE's attendance requirements for academic courses under current regulations, up to a maximum of 30% attendance per semester, including claims for ODs and medical emergencies. Potential Students who have been incubated at KIIC may be permitted to take their University semester exams even if their attendance is below the minimum acceptable percentage, with the proper authorization from the head of the institution.  
(On case-to-case basis depends upon the applicability strength, societal benefits and quality of the Innovation and Subsequent engagement of the students with the/ her business)
- Any Students Innovators/entrepreneurs are allowed to opt their startup in place mini project /major project, /seminar and summer training etc. (In plant training, Internship, value added Course.). The area in which the student wishes to launch a Startup may be interdisciplinary or multidisciplinary.
- Student's startups are to be evaluated by Expert committee, formed by KIIC and KAHE

#### Guide lines to award Credits/ Marks to a Student startup

Student's startup stages are divided into five phases and these startup phases can be considered equally in place of the course title as mentioned below with the same credits allotted to the course title in a University curriculum.

Sl. No.	Description/Startup phases	In place of the Subject / Course title	Grades/Credits /Marks
1	Idea stage/Problem Identification	Seminar	Same Marks/Credits can be awarded that are listed in the course title's curriculum for the respective startup phases.
2	Proof of Concept (POC) /Solution development	In-plant training /Internship	
3	Product Development(Lab scale) /Prototype Model/ Company Registered	Mini Project/ Value added Course	
4	Validation/Testing	Main Project phase I	
5	Business Model/Ready for Commercialization/Implementation	Main Project phase II ,	

