

BANNARI AMMAN INSTITUTE OF TECHNOLOGY

Sathyamangalam - 638 401



STUDENT HANDBOOK

2025-2026



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1. ABOUT BIT

Bannari Amman Institute of Technology is an Autonomous, Self-financing Engineering College, approved by AICTE, New Delhi, and affiliated with Anna University, Chennai. Nestled on the banks of the River Bhavani, BIT campus provides an environment for learning in harmony with nature, away from the odds of city life. The spacious and earth-hugging buildings, punctuated with landscaped courtyards and pathways, are designed to emphasize the business ethics and characteristics of an excellent center for learning. The Campus hosts well-planned academic blocks, computer centers, lecture halls, libraries, laboratories, conference halls, staff quarters, hostels and students' centers. The Campus also houses a co-operative store, ATMs (Axis, SBI and KVB) and a clinic to attend to the general health of the students and staff.

1.1. Vision & Mission

Vision

To be a center of excellence, providing world-class education that transforms individuals into intellectual, empathetic and responsible citizens

Mission

- ♦ To provide top of the line infrastructure that is most conducive for learning.
- ♦ To engage committed members of faculty who will infuse subject knowledge with latest teaching pedagogies.
- ♦ To provide state-of-the-art facilities to the members of faculty and student fraternity to access and engage in diligent research.
- ♦ To collaborate the best minds in the industries with the academia of the college thereby empowering the students to meet the global standards.
- ♦ To create an enterprising environment for a continual progress and change that respects heterogeneity

1.2. Campus and Facilities

BIT's campus is located near the Western Ghats, providing a serene and conducive environment for learning and research. The campus is equipped with state-of-the-art facilities, including:

- Modern classrooms and lecture halls
- Well-equipped laboratories
- Advanced research centers
- Central library with vast resources
- Sports and recreational facilities
- Hostels and residential facilities
- Cafeterias and dining services

1.3. Academic Programs

BIT offers a wide range of undergraduate, postgraduate and doctoral programs across various engineering and technology disciplines. The programs are designed to provide students with a strong foundation in their chosen fields and equip them with the skills needed for a successful career

1.4. Research and Development

Research is a cornerstone of BIT's academic framework. The institute encourages faculty and students to engage in cutting-edge research projects that address real-world challenges. BIT has several dedicated research centers and collaborates with industries and other academic institutions to foster innovation.

1.5. Community Engagement

BIT is committed to contributing to the upliftment of rural society and engages in various community development projects. These initiatives include providing educational support, promoting sustainable agricultural practices and enhancing the quality of life in surrounding villages.

1.6. Achievements and Accolades

Over the years, BIT has achieved numerous accolades for its academic excellence, research contributions and community engagement. The institute has been consistently ranked among the top engineering colleges in India and has received several awards for its innovative practices and outstanding performance.



1.7. Programmes Offered

1.7. 1. Undergraduate Programmes

BIT offers a variety of undergraduate programmes that provide a strong foundation in engineering and technology. These programs are designed to develop technical skills, critical thinking and problem-solving abilities.

UG - B.E.

- B.E. - Computer Science and Engineering
- B.E. - Electronics and Communication Engineering
- B.E. - Electrical and Electronics Engineering
- B.E. - Electronics and Instrumentation Engineering
- B.E. - Mechatronics Engineering
- B.E. - Mechanical Engineering

UG - B.Tech.

- B.Tech. - Agricultural Engineering
- B.Tech. - Artificial Intelligence and Data Science
- B.Tech. - Artificial Intelligence and Machine Learning
- B.Tech. - Biotechnology
- B.Tech. - Information Technology

1.7.2. Postgraduate Programmes

BIT offers postgraduate programmes that enable students to deepen their knowledge and expertise in their chosen fields. These programs are designed to prepare students for advanced careers in industry, academia and research.

PG - M.E.

- M.E. - Computer Science and Engineering
 - M.E. - Industrial Safety Engineering
- ◇ M.B.A. - Master of Business Administration

1.7.3. Ph.D Programmes

2. ADMINISTRATIVE BODIES

2.1. Board of Trustees

The Board of Trustees is the governing body responsible for the overall strategic direction and financial health of the institute. The board includes distinguished members from various fields who bring a wealth of experience and expertise to BIT.

- Chairman **Thiru S V Balasubramaniam**
- Trustee **Thiru B Saravanan**
- Trustee **Thiru G Kumaragiri**



2.2. Administration

The administration ensures the smooth operation of the institute, overseeing academic and non-academic departments, facilitates management and student services.

- Principal: **Dr C Palanisamy / 98422 17170**
- Dean-PDS: **Dr K Sivakumar / 94866 49777**
- Professor Planning: **Dr A Amarkarthik / 98944 55801**



M-Team

- Head-Infrastructure & Student Affairs: **Dr M Ravi Kumar, Prof/ Mech - 97860 79032**
- Head-Skills and Innovative Practices: **Dr R Bharani Kumar, Prof/ EEE - 98422 85751**
- Head-Internal Quality Assurance Cell: **Dr T Ramesh Kumar, Prof/ Mech - 94860 84456**
- Head-Academics: **Dr K L Senthil Kumar, Prof/MTRS - 94433 98857**
- Controller of Examinations: **Dr G Senthilkumar, Prof/ Mech - 94435 79010**
- Head-Technology Development and R&D: **Dr D Deepa, Prof/BME - 99429 12613**



3. ACADEMIC INFORMATION

3.1. Regulations

Each student must be familiar with the Regulations (R2022) applicable to their studies. It is important to note that these Regulations are updated every four years for all Departments. The Regulations document provides comprehensive information about Academics, Credits, Curriculum, and Syllabus. For more details and to access the Regulations document, please visit the College Website: www.bitsathy.ac.in.

The syllabus can be accessed on the Website:

[>> www.bitsathy.ac.in](http://www.bitsathy.ac.in) >> Departments >> Syllabus >> 2022.

3.2. Course Registration

As per the academic regulations, course registration for all students will be carried out in coordination with the Heads of Departments (HoDs) and their respective mentors. The Office of Academics will oversee and monitor the entire registration process.

3.3. Wiki and Discourse Forum

The institute adopts a Flipped Classroom approach, where students access videos and notes via the Media Wiki platform (<https://wiki.bitsathy.ac.in/>) a week before class, enabling faculty-led discussions during sessions. Access to Media Wiki and the Discourse forum (discourse@bitsathy.ac.in) requires a bitsathy email ID. Classroom discussions are summarized on Discourse, where students can post queries, and faculty respond within a day.

3.4. Academic Feedback

- Student feedback about the Course and Course Handling faculty will be collected twice in a semester and analyzed for Quality Improvement.
- Students can express their views about Academic Classes and Academic Processes to improve the Overall System.
- Students can also express their views about various academic Classes through Course Committee Meetings, Class Committee Meetings, Course Exit Surveys (Conducted Every Semester), and Program Exit Surveys (At the end of four years of study).
- Students may approach Head Academics or Office Academics for suggestions or complaints related to Academics.

In-charge: Office-Academics - **Dr P Sathishkumar**; officeacademics@bitsathy.ac.in / 99655 91562

3.5. Final Year Projects

- Students will undertake a final year project, which falls under one of two categories: Internal or External.
- Students placed in industries may submit their Internship Project as an External Project.
- Unplaced students will fall under the Internal category and are required to undertake projects assigned by Special Labs, faculty members, or R&D units.
- Each student will be assigned a faculty guide and may also choose a mentor from any department for technical support.
- At the start of the final year, students receive a Project Handbook and Logbook detailing regulations, outcomes, and evaluation.
- The logbook must be updated weekly and verified by the guide through BIP.
- Project quality is ensured through periodic reviews by faculty panels.
- The guide evaluates the project and submits marks.
- If a student disputes the evaluation, a new panel reassesses the project and assigns fresh marks, replacing the original.
- Only one project change is allowed with approval from the Head of Academics.
- Optional reviews are permitted based on test eligibility.



4. SYSTEM OF EXAMINATION

4.1. Academic Calendar

The academic calendar comprises the commencement of semester, continuous assessments and Semester End Examinations (SEE) schedules, Publication of Results, etc and the same is updated in the wiki page

(https://wiki.bitsathy.ac.in/wiki/ADMINISTRATION:Academic_Calenders).

4.2. Assessment Pattern

Theory, theory with a lab component and laboratory courses, including project work, shall be evaluated as per the Regulations 2022 scheme of assessment.

- Internal marks (IM) – Refer scheme of assessment
- External marks (EM) – Performance in SEE
- 100 marks comprise

Nature of the Course	IM	EM
Theory courses	40	60
Theory with lab component courses	50	50
Project work and Lab courses	60	40
Continuous assessment courses	100	

4.3. Examination Process

- Continuous Assessment Test
 - ◇ Maximum marks: 50
 - ◇ Duration: 1½ hours
 - ◇ Syllabus coverage
 - Periodical Test I (PT I) - First 2.5 units of syllabus
 - Periodical Test II (PT II) - Remaining 2.5 units of syllabus

- Optional Test[#] for PT I (or) PT II

[#]Medical reasons (such as hospitalization, accident, or specific illness) or participation in events at the College / University / State / National / International level.



4.3.1. Semester End Examinations

- A student should satisfy the attendance requirements as per the regulations to appear for the SEE.
- E-hall tickets will be issued through the student's dashboard and he/she should bring the hard copy of the same.
 - ◊ Maximum marks: 100
 - ◊ Duration: 3 Hours
 - ◊ Syllabus coverage - All five units

4.3.2. General instructions for both Continuous Assessment Test and SEE

- Students should bring their identity card to appear for their exams.
- The detailed schedule of examination will be communicated to the students at least two weeks prior to their exams.
- The students should follow the instructions and seating arrangements communicated through the official mail for their respective examinations.
- The exam squad members shall visit the examination halls during the examination.
- Any student who indulges in malpractice during the examination shall be referred to the committee that monitors unfair practice and suggests the punishments with reference to the Anna University guidelines.

4.4. Evaluation Process

4.4.1 Continuous Assessment Test

- The faculty members who are handling the course shall evaluate the answer scripts and award the marks as is applicable.
- The answer scripts will be evaluated within three working days from the date of the last test.

4.4.2 Semester End Examinations

- The SEE papers are evaluated through central assessment.
- The board chairperson (Head of the Department), Chief Examiner (Senior person) and examiners are involved in the valuation process.
- The marks will be entered through the Examination Management System software.



4.5. Examination Passing Requirements

- SEE - 45 out of 100 marks
- Internal + External - 50 out of 100 marks
- For other courses, the passing requirements are as per the regulations currently in force and earlier versions.

4.6. Award of Letter Grades

- Letter Grades (based on Credit Point and Grade Point) are awarded to the students based on the performance in the evaluation process.
- Credit Point is the product of Grade Point and number credits for a course and Grade Point is a numerical weight allotted to each letter grade on a 10-point scale, while the Letter Grade is an index of the performance of a student in a said course.

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

- After completion of the evaluation process, Semester Grade Point Average (SGPA) and the Cumulative Grade Point Average (CGPA) are calculated by using the formula:

$$SGPA / CGPA = \frac{\sum_{i=1}^n g_i \times c_i}{\sum_{i=1}^n c_i}$$

where

g_i : Grade Point secured corresponding to the course.

c_i : Credits allotted to the course.

n : Number of all courses successfully cleared during the particular semester in the case of SGPA and during all the semesters in the case of CGPA.

4.7. Declaration of Results

The SEE results will be communicated to the concerned through the students' dashboard.

4.8. Review & Revaluation Process

A student can apply for review or revaluation or both for one or more courses (theory/ theory with lab component courses) within two working days after the publication of results and submit the form with prescribed fee to the office of the Controller of Examinations (CoE).

4.9. Appellate Process

Students who have grievances after the revaluation process is over may apply to the appellate committee. The following are the eligibility criteria to appeal to the appellate committee: Students should have

- Applied for the revaluation of the course
- CGPA of 8.0 and above upto the previous semester
- No history of arrears
- Only one arrear for which revaluation is applied for

4.10. Classification of the Degree Awarded

4.10.1 First Class with Distinction

- Should have passed the examination in all the courses of all the eight semesters (six semesters for lateral entry students) in the student's First Appearance
- Should have secured a CGPA of not less than 8.50
- Should NOT have been prevented from writing the Semester End Examination due to lack of attendance.

4.10.2 First Class

- Should have passed the examination in all the courses of all eight semesters (six semesters for lateral entry students) within five years / four years for lateral
- Should have secured a CGPA of not less than 6.50

4.10.3 Second Class

- All other students (not covered in clauses 4.10.1 and 4.10.2) who qualify for the award of the degree shall be declared to have passed the examination in Second class.

4.11. Implementation of Honours / Minor Degree

Students may optionally pursue a B.E./B.Tech. (Honours) degree in the same discipline or a B.E./B.Tech. Minor with specialization in a different discipline.

B.E. / B.Tech. Honours

The students should have earned, additionally a minimum of 18 credits from more than one vertical of the same programme.

- Should have passed all the courses in the first attempt.
- Should have earned a minimum CGPA of 7.50.

B.E. / B.Tech. (Minor with specialization in another discipline)

- The student should have earned additionally a minimum of 18 credits in any one of the verticals of other B.E/B.Tech. programmes.
- Students can earn a maximum of 6 credits in online mode (SWAYAM platform), out of these 18 credits with the approval of the Departmental Consultative Committee constituted by the Head of the Department.

4.12. Office Information

Members

- | | |
|--|---|
| • Controller of Examinations | - Dr G Senthilkumar |
| • Deputy Controller of Examinations | - Dr S Velmurugan & Dr A Tajdeen |
| • Assistant Controller of Examinations | - Dr S Manigandan |

4.13. Website

The information related to Semester End Examinations is regularly updated on the CoE page of the bitsathy website: <https://bitsathy.ac.in/coecorner>

4.14. Office of the CoE Information Desk

- Phone: 04295 226357 / 99654 77707
- Mail: coeoffice@bitsathy.ac.in



5. STUDENT SUPPORT SYSTEMS

5.1. Student Affairs - IQAC

5.1.1. Student Affairs System

The Student Affairs System enhances the student experience through academic advising, career services, mental health support, and extracurricular activities. It promotes communication among students, faculty, and administration, using technology to improve access and streamline processes. Its mission is to support student success and well-being through a holistic approach.

5.1.2. Student Mentoring System

- The Mentor Policy outlines mentor responsibilities, focusing on academics, skill development, attendance, and student well-being, ensuring consistent support throughout a student's academic journey.
- Each mentor guides up to 20 students, helping with academics and career planning.
- Personalized support is provided through weekly one-on-one meetings, with confidential documentation of student progress.
- First-year students are assigned mentors by IQAC - Student Affairs; second-year students are guided by department faculty. The process is overseen by a committee including the Dean, HoD, and senior faculty.

5.2. Student Telephonic Desk & Portal

Students can reach the support desk for any inquiries by calling (04295 350 650) or by using their college email to submit queries through the portal at supportdesk.bitsathy.ac.in. All queries will be resolved within a specified time frame.

5.3. QR Feedback System

- Students can scan the QR code displayed at various locations in the institute to submit their feedback on the facilities. The support desk reviews all feedback and promptly addresses the issues.



5.4. Student ID Card policy

- Newly admitted students will be issued a temporary ID card valid for one month, after which a permanent ID card will be provided.
- Wearing the ID card on campus is mandatory for security and identification.
- Lost ID cards can be replaced by paying the applicable fee at the principal's office.
- After course completion, students must return their ID cards to Student Affairs.

5.5. Student Affairs - Office

5.5.1. Bonafide Certificate

A Bonafide Certificate confirms a student's enrollment at BIT, including their course and year, and is required for purposes like educational loans, industrial visits, seminars, passport applications, library membership, or visa extensions. Students can request the certificate

by emailing deo.po@bitsathy.ac.in. There's no need to visit the office. The certificate will be ready for collection at the Principal's Office reception on the next working day.



5.5.2. Education Loan

Students interested in applying for educational loans from public or private sector banks are encouraged to carefully review the terms and conditions of the loan before proceeding. Supporting documents, such as the Bonafide Certificate and the fee structure, can be obtained from the Bonafide Section at the Principal's Office.

5.5.3. Government and Institute Scholarships

To avail a scholarship, students must meet the eligibility criteria specified by the respective program and submit the required documents to the designated office. Information regarding scholarship availability and related details will be communicated via email. For further assistance, students may visit the Scholarship Section in the Principal's Office.

Contact: **Mr M Shanthamoorthi** / [04295 226064](tel:04295226064)

5.5.4. Scholarship Categories

This policy covers the following scholarships and freeships:

- Central Government Scholarships
- Pragati Scholarship
- Swanth Scholarship
- Central Sector Scholarship
- Saksham Scholarship
- Merit-cum-Means Scholarship (Christian and Muslim)
- State Government Scholarships
- Post Matric Scholarship (BC/MBC/SC/ST)
- Institute Scholarship
- Friend of Friendless (FoF)

5.5.4.1. Eligibility Criteria

General Eligibility

All the scholarships and freeships are applicable to students admitted through the counselling process, except for those mentioned otherwise. Students who are already receiving the First Graduate Scholarship are not eligible for other scholarships mentioned in this policy.

Central Government Scholarships:

- **Pragati Scholarship:**

- * Eligibility : All Girls students (including Management quota)
- * Income Limit: Below Rs. 8 lakh per annum
- * Scholarship Amount : Rs. 50,000/- per year

- **Swanath Scholarship:**

- * Eligibility : Students (Boys & Girls) who lost any one or both of their parents due to Covid-19 (excluding Management quota)
- * Income Limit: Below Rs. 8 lakh per annum
- * Scholarship Amount : Rs. 50,000/- per year

- **Central Sector Scholarship:**

- * Eligibility : All students (Boys & Girls) including Management quota
- * Income Limit: Below Rs. 4.5 lakh per annum
- * Scholarship Amount : Rs. 10,000/- per year for first three years
Rs. 20,000/- per year for final year

- **Saksham Scholarship**

- * Eligibility : Specially-abled students (minimum 40% disability) - Boys & Girls (excluding Management quota)
- * Income Limit: Below Rs. 8 lakh per annum
- * Scholarship Amount: Rs. 50,000/- per year

- **Merit-cum-Means Scholarship (Christian and Muslim)**

- * Eligibility : Christian and Muslim students (Boys & Girls) from Counseling (excluding Management quota)
- * Income Limit : Below Rs. 2.5 lakh per annum
- * Scholarship Amount : Rs. 20,000/- to Rs. 30,000/- per year

State Government Scholarships:

• Post Matric Scholarship (BC/MBC/SC/ST)

- Eligibility: All students belonging to BC/MBC/SC/ST categories admitted under Counseling only.
- Income Limit: Below Rs. 2.5 lakh per annum
- Scholarship Amount: (varies based on category and type of student)
 - * BC/MBC Day Scholars: Rs. 4,000/- to Rs. 5,000/- per year
 - * BC/MBC Hostel Scholars: Rs. 7,000/- to Rs. 10,000/- per year
 - * SC/ST Day Scholars: Tuition fee + Rs. 4,000/- to Rs. 5,000/- (maintenance) per year
 - * SC/ST Hostel Scholars: Tuition fee + Rs. 12,000/- (maintenance) per year

Institute Scholarship

• Friend of Friendless (FoF)

- Eligibility: All students admitted under Counselling only.
- Income Limit: Below Rs. 2.5 lakh per annum
- Scholarship Amount: Rs. 10,000/- per year

5.6. IT Exemption

Parents can claim a deduction on tuition fees paid under Section 80C of the Income Tax Act. Students are advised to approach the Accounts Section at the Principal's Office for the necessary documentation.

5.7. Student Counseling

To support students in managing academic, personal, or other challenges, professional counselors are available on campus. Separate counselors are assigned for boys and girls, ensuring a comfortable and confidential environment for all students.

Counsellors (Boys)

- Dr R Balakrishnaraja / balakrishnarajar@bitsathy.ac.in; 94885 70421
- Dr P Sivaraman / sivaramanpsr@bitsathy.ac.in; 98428 18251

Counsellors (Girls)

- Dr S Tamilselvi / TAMILSELVIS@bitsathy.ac.in; 99425 88072
- Dr R Praveena / PRAVEENAR@bitsathy.ac.in; 94862 13498

5.8. Student Insurance

The Student Insurance Policy offers financial protection and peace of mind by covering medical emergencies, accidents, and other unforeseen events. It ensures students have access to quality healthcare and necessary financial support during crises, minimizing disruptions to their academic and personal lives.

5.9. Student Grievance

The Student Grievance System provides a formal and transparent process for addressing concerns related to academics, administration, campus facilities, or interpersonal matters. It aims to uphold fairness and accountability, safeguard student rights, and foster a positive learning environment. By resolving issues impartially and promptly, the system enhances student satisfaction and contributes to continuous institutional improvement.

In-charge: **Mr C Sathishkumar** / task.sa@bitsathy.ac.in; 97883 60263

5.10. Internship Guidance Cell

Internship guidance cell focuses on making students aware of the importance of internships in their career. It is functioning under Student Achievements (SAc). The Cell validates the industry which is offering the Internship. It also helps students to find various discipline specific internships accessible to them. The Cell also functions as a connecting link between the students and Industries.

In-charge: **Dr T Perarasi** / masterevents@bitsathy.ac.in; 88838 50826

5.11. IPR Cell

A) Foster Creativity and Protect Student Interests: Encourages creative activities among students across technology and sciences while safeguarding their legitimate interests and minimizing potential conflicts of interest.

B) Transparent Administration of Student Patent Filing: Establishes a transparent system for managing and supporting the patent filing process for Intellectual Properties (IPs) created by students.

C) Training Programs: Provide students with structured training on patent search techniques, TRIZ methodology, and patent drafting essentials.

D) Patent Preparation Support: Guide students in preparing comprehensive patent documents and assist them in accurately filling out the required patent filing forms.

Convener: **Dr J Vinothkumar** / iprcellbit@bitsathy.ac.in; 96299 55765

5.12. Appellate Committee

To address the grievances received from the students about Reward Points, an appellate committee was established. Any disparity in the awarded reward points will be addressed by the committee. Students may register their discrepancy in the Google Form at any time. The committee will reexamine the respective awarded reward points with an expert panel if necessary.

6. NON-STATUTORY BODIES

6.1. Anti-Ragging Committee

The committee's primary functions are:

- Raising awareness: We educate students about the harmful effects of ragging, which includes humiliation, bullying, and intimidation.
- Preventing ragging: We work proactively to prevent ragging incidents through various measures.
- Taking action: If ragging occurs, the committee identifies offenders and ensures they are punished appropriately. This includes verbal abuse, online harassment, and any act that causes discomfort or distress to new or existing students.
- Providing resources: We provide students with access to information and support regarding anti-ragging regulations.
- Visit the UGC website (<https://www.ugc.gov.in/>) or the Anti-Ragging website (<https://www.antiragging.in/>) for detailed information.

Convener: **Dr V Chelladurai** / chelladurai@bitsathy.ac.in; 99444 00589

6.2. Anti-Ragging Squad

The primary responsibilities of an Anti-Ragging Squad are:

- Prevention: Implementing strategies to deter ragging incidents.
- Detection: Identifying potential or actual ragging cases.
- Intervention: Taking immediate action to stop ragging incidents.
- Punishment: Ensuring appropriate consequences for offenders.
- Awareness: Educating the campus community about the dangers of ragging.

Convener: **Dr P Murugesan** / murugesanp@bitsathy.ac.in; 98947 91601



6.3. Internal Complaints Committee (ICC)

The ICC is dedicated to preventing sexual harassment and promoting gender sensitivity within the institute.

Function:

Receive and investigate reports of sexual harassment. Take appropriate action to ensure the safety and well-being of students. A separate 24 x 7 women helpline number 04295-226777, which is available for female safety and it is handled by the female faculty members.

Convener: **Dr A Bharathi** / bharathia@bitsathy.ac.in; 98655 30099

6.4. Student Welfare and Grievance Cell

The committee addresses student grievances, welfare concerns, and organizes extracurricular activities.

Online Grievances Redressal Mechanism:

A dedicated link (<https://www.bitsathy.ac.in/grievance-registration/>) on the home page of the institution's official website provides the space for all members associated with the institution (students, parents, alumni, teaching and non-teaching) to express their grievances.

Convener: **Mr C Sathishkumar** / sathishkumarc@bitsathy.ac.in; 97883 60263

6.5. Vigilance Cell

The vigilance cell shall undertake preventive checks, suggest system improvements and take measures to contain irregularities of all kinds such as several policies, rules, guidelines, administrative work, ethics and principle of natural justice.

Functions:

Taking immediate action on complaints regarding corrupt practices, misconduct, irregularities.

- Initiation and progression of individual vigilance cases
- Dealing with revision/ review of petitions, appeals and representation in vigilance cases.
- Review of rules/ policies/guidelines in order to eliminate corruption.

Convener: **Dr K Sadasivam** / sadasivamk@bitsathy.ac.in; 94437 21521

6.6. Committees for Promoting Equality and Inclusion

BIT offers equal opportunities to all students and prohibits discrimination based on gender, caste, language, religion, or culture. The institute discourages social groups formed solely on caste, religion, language, or nationality. To effectively address potential discrimination and ensure equal opportunities for all students, BIT has established the following committees:

- **Equal Opportunities Cell:** This committee oversees the implementation of anti-discrimination policies across the institute, ensuring fair treatment for all students regardless of their background.

Convener: **Prof S Mahesh Kumar** / MAHESHKUMARS@bitsathy.ac.in; 99941 02374

- **Minority Cell:** Dedicated to addressing the specific needs and challenges faced by minority students, this committee works to create an inclusive environment for all.

Convener: **Dr A Tajdeen** / tajdeena@bitsathy.ac.in; 99447 67276

- **OBC Cell:** This cell focuses on supporting students from Other Backward Classes, providing necessary assistance and resources.

Convener: **Mr A Ramakrishnan** / ramakrishnana@bitsathy.ac.in; 77084 04820

- **SC/ST Cell:** Committed to the welfare of Scheduled Castes and Scheduled Tribes students, this cell offers support services and works to eliminate discrimination.

Coordinator: **Dr K P Kannan** / kannankp@bitsathy.ac.in; 78100 74980

6.7. Discipline Welfare Committee

The Discipline Welfare Committee (DWC) plays a pivotal role in maintaining a harmonious and conducive learning environment within an institution. Its primary functions include:

- **Promoting Discipline:** Cultivating a disciplined culture among students.
- **Student Welfare:** Addressing the holistic well-being of students.
- **Policy Formulation:** Developing and refining institutional rules for student conduct.
- **Disciplinary Action:** Implementing appropriate measures for disciplinary issues.

Convener: **Dr K Muthukumar** / muthukumarm@bitsathy.ac.in; 94425 02857



6.8. Anti Drug Squad

The Anti-Drug Cell is essential in creating a drug-free campus environment. Its primary functions include:

- **Awareness Generation:** Educating the student community about the dangers of drug abuse.
- **Prevention:** Implementing measures to prevent drug use and trafficking on campus.
- **Detection:** Identifying potential drug-related issues.
- **Collaboration:** Working with external agencies to combat drug abuse.

Convener: **Dr C Ganesh Babu** / ganeshbabuc@bitsathy.ac.in; 98422 50635

7. TRAINING & PLACEMENT CELL

7.1. Career Preparation - Placement

The Training and Placement team believes that “The outcome of education is apparent when careers sharpen your horizons” and works tirelessly to achieve it. Students are trained through diverse sessions in Technical, Aptitude, Core, Verbal, and Soft Skills. Training is personalized based on each student’s understanding and academic needs. Recognizing the need for career diversity, the team also offers guidance for competitive exams. The department’s professional ambience-with Interview cubicles, Group Discussion halls, and a Guest Lounge-enhances the learning experience. A dedicated team works with a unified goal: to elevate students to the next phase of life.

7.2. Annual Placement Training Plan

- From the first year through to the final year, students undergo consistent and rigorous training.
- In the first year, they learn Fundamentals of Engineering, core concepts, programming, and communication.
- In the second year, department-specific skills are taught along with level-based placement training. Students also take assessments to boost technical proficiency and then work on full-stack projects.
- In the pre-final year, they receive high-end, domain-specific training and service/product-fit sessions to prepare for diverse industry roles.
- In the final year, students participate in company-specific training, apply their accumulated knowledge, and showcase their skills in the placement process, positioning them for successful careers.

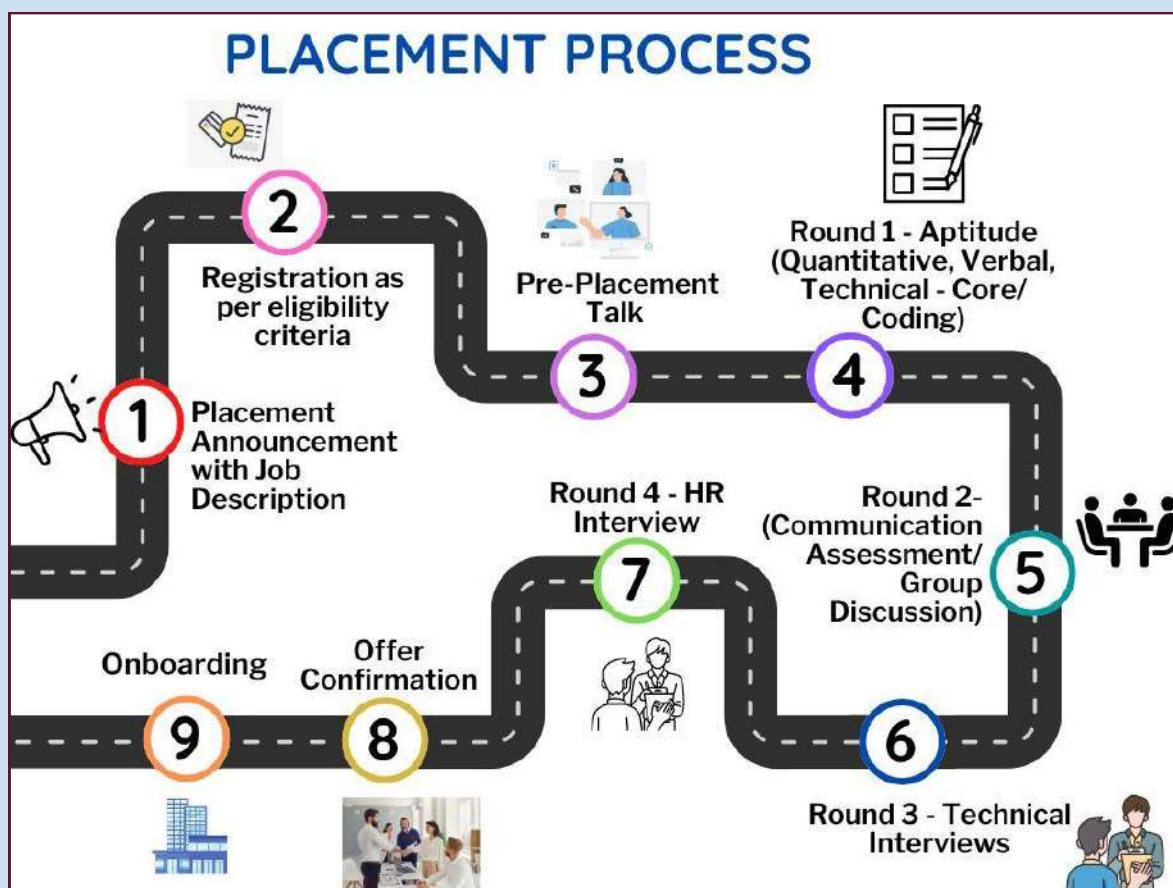
7.3. Placement Policy

The Training and Placement Cell enforces the following guidelines:

- **Eligibility:** Students must have a minimum of 60% aggregate throughout academics. Only those qualified in Personalized Skill are eligible for placement activities starting in the pre-final year.
- **Training & Assessment:** All registered students must attend the training programs and assessments organized by the T&P Cell.
- **Absenteeism:** Students may skip up to **3 registered drives** for valid reasons (medical/emergency). Beyond this, they will be barred from the next **3 placements**.

- **Intimation:** Absence must be informed in advance to the Placement Cell in case of emergencies.
- **Dress Code:** Formal attire is mandatory. Students must carry an Interview File with copies of 10th, 12th, UG grade sheets (all semesters), PAN, Passport (if applicable), Resume, and a passport-size photo.
- **Resume & GitHub:** A strong, formal resume is essential. Students must maintain an active GitHub profile showcasing technical skills and projects.
- **Job Offer:** Once a job offer is accepted, joining the company is mandatory.

7.4. Placement Process



Location: West Corridor – Ground Floor – Below Vedanayagam Auditorium

Quick contacts related to Training and placement

- Placement – placement@bitsathy.ac.in
- Training – training@bitsathy.ac.in
- Contest – contest@bitsathy.ac.in
- Communication Development – cdc@bitsathy.ac.in

8. PROTOCOLS @ BIT / CODE OF CONDUCT

The Discipline Committee (DC) plays a key role in maintaining a safe and respectful academic environment. It formulates and enforces the student code of conduct and investigates reports of misconduct with the support of the Discipline Enquiry Committee. The DC also supports students in distress, offering guidance and intervention when needed. Typically, disciplinary issues are first handled by the student's mentor through counseling. Unresolved cases are escalated to the Head of the Department, and serious matters are referred to the college management. All proceedings follow the principles of natural justice, ensuring students have a fair chance to present their case. The DC also reviews disciplinary policies periodically to stay aligned with current educational and legal standards.

8.1. Dress Code

- All students must wear neat, clean, and formal attire along with proper shoes.
- Boys are encouraged to wear trousers (formal pants or plain jeans) and formal shirts while on campus. Chinese-collar shirts, ankle-length pants, and studs are strictly prohibited.
- Girl students are encouraged to wear salwar kameez or churidar with a shawl pinned on both sides. Ankle-fit leggings and palazzo pants are strictly not allowed.
- Students are not permitted to wear shoes or pants that expose their ankles. Shoes must be worn with proper socks at all times.
- While participating in sports or games, boys may wear shorts, vests, jerseys, and canvas shoes. Girl students are expected to wear appropriate sports attire only within the designated playground areas.
- Students must maintain a neat and properly groomed hairstyle. Fashionable or trendy hairstyles are not permitted.

8.2. Disciplinary Action

Student misconduct or rule violations will be handled by the Discipline Enquiry Committee. The committee ensures a fair investigation and allows students to present their explanation. Based on the findings, suitable disciplinary action will be taken as per institutional guidelines. The committee's decision will be final and binding.

8.3. Hostel Rules and Regulations

8.3.1. Biometric

- Biometric attendance is mandatory and must be registered between 07:00 PM and 08:15 PM every day.
- Failing to register the biometric on time will pave the way to block your attendance, mail, and a message will be sent to the respective parent.
- To unblock mail, the student should approach the Hostel Manager through the respective in-charges.
- The non-Registration count of each student will be accounted for and analyzed every year.
- Issues in affixing the biometric should be reported to the caretaker or Hostel Manager on the same day.

8.3.2. Regarding Leave

- Prior approval from the mentor through CAMPS is mandatory to avail leave for going home.
- In case of emergencies, students must apply for 'emergency leave' and get it approved by their respective Deputy Wardens.
- Both General Permission (GP) and Sick Leave will be approved by the Deputy Warden.
- General Permission (GP) is granted once every two months. Students must apply in advance through CAMPS and may leave the campus only after approval.
- Students are required to register OUT/IN at the main gates while leaving or entering the campus.
- No outing is permitted for first-year UG students.
- Face biometric verification is mandatory while going out.
- Students are not allowed to stay in the hostel during college hours.

8.3.3. Sick

- If a student is sick, they should inform the hostel manager/ deputy warden through a caretaker and follow their instructions to reach the medical centre.
- Student counsellors are available in the college for assistance.
- 24-hour medical facilities are available.
- In case of sickness, students should apply for 'sick leave' and get it approved by their respective deputy wardens. It is only for taking rest in the hostel and not for going outside the college.

8.3.4. Room Rules and Conduct

- Students should not write or paste anything on the doors, cupboards, walls, corridors, or restrooms.
- Switching over from the allotted room is not allowed under any circumstances.
- Damaging any provided properties will result in severe fines.
- Keeping the room clean, neat, and tidy is mandatory.
- Lights/fans should be switched off when not in use, and the door/cupboard should be locked when going out.
- Study hours/night skill training programmes are scheduled from 8:30 PM to 11:00 PM, followed by silent hours until 6:00 AM.
- Day scholars are prohibited from entering the hostel premises. Violating this will lead to punishment and a fine of Rs. 2000/- per day for each person.
- Senior students should not visit their juniors' rooms, and vice versa.

8.3.5. Dress code inside the Hostel

- Students shall wear formal dress.
- A proper hairstyle should be maintained.
- Wearing shorts/lungi/dhoti are not allowed on any day or at any time in the college premises.
- Sleeveless/dhoti/lungi is not allowed inside the mess.

8.3.6. Mess Timing

- Students must follow the given mess timings strictly: Breakfast: 07:00 AM to 08:30 AM, Lunch: 12:20 PM to 01:30 PM, Dinner: 07:00 PM to 08:15 PM
- Students should dine in the respective assigned dining hall.
- Hostellers should not have food from the day scholar's mess.
- Taking parcels from the mess is not allowed without proper permission.
- All parcel food items from outside should be received before 08:15 PM

8.3.7. General Complaint

- For general complaints regarding electrical/carpentry/plumbing works, students should register them in the 'Complaint book' available in front of the hostel gate or use the QR code provided.
- If issues are not sorted out on time, students should inform the caretaker/hostel manager/deputy warden and student support desk.

8.3.8. Contact

It is mandatory to save the contact numbers from the notice board of their respective caretaker / hostel manager / deputy warden / medical authorities to reach them for emergencies.

- Hostel Manager (Boys) - **Mr B Basavaraj** / 97878 40897
- Hostel Manager (Girls) - **Dr C Saraswathi** / 99525 86956
- Mess Manager - **Mr P Viswanath Kumar** / 90434 29095; 04295 226377

8.3.9. General Information

- Parents are not allowed inside the hostel but may visit their wards any day between 06:00 AM and 06:00 PM.
- Visitors such as brothers, sisters, cousins, and other relatives are not permitted unless accompanied by the respective parents.
- Students are not permitted to use any vehicles inside the campus.
- Wearing the college ID card is mandatory while entering and exiting the hostel premises, and it must be shown when requested.
- Student outing
 - ◊ Boys: 04:30 PM to 08:00 PM on Tuesdays and Thursdays. (Note: Outing is not permitted after 07:00 PM)
 - ◊ Girls: 04:30 PM to 06:15 PM on Wednesdays and Fridays
 - ◊ Outing is not permitted for first year UG students
- Discipline within the hostel is under the control of the Warden, Senior Deputy Warden, Deputy Warden, and Hostel Manager.
- Suspicious rooms may be inspected by authorized personnel at any time.
- Students must report to hostel authorities whenever summoned.
- Hot water for bathing and RO drinking water are available 24 hours a day (warm/cold/hot).
- Cafeteria Timings:
 - ◊ Morning: 07:30 AM to 08:30 AM
 - ◊ Afternoon: 12:15 PM to 01:30 PM
 - ◊ Evening: 04:30 PM to 08:00 PM
- Mini Bakery Timings:
 - ◊ Afternoon: 12:20 PM to 01:20 PM
 - ◊ Evening: 04:30 PM to 08:00 PM
 - ◊ Night Tea Time: 09:30 PM to 10:30 PM (Available only during semester examinations).
- Special accommodation is available for 8th-semester students. (If a student stays in the hostel for fewer than 25 days, they are eligible for a partial refund on the food bill upon leaving the college).

8.3.10. General Restrictions

- Tobacco products, cigarettes, drugs, and alcohol are strictly prohibited.
- Birthday celebrations are not allowed inside the hostel premises.
- Ragging, gambling, use of firecrackers, possession of banned items, pet animals, and unauthorized electrical gadgets are strictly prohibited.
- Indoor games in the hostel are not permitted after 8:00 PM.
- Posting unwanted or negative content about the college on social media is strictly prohibited.
- Sharp objects must not be kept in hostel rooms.

It is essential for students to strictly follow these rules and regulations to ensure a smooth, safe, and disciplined hostel life. Failure to comply may result in disciplinary action by the hostel management.



9. INITIATIVES @ BIT

9.1. BIT Gurugulam

BIT Gurugulam's 2022 initiative offers hands-on training, enhancing foundational and advanced skills to prepare students for industry demands. Faculty trained to meet industry standards, like those of Toyota Kirloskar Motor and Lincoln Electric, have developed the program's framework (<https://www.bitsathy.ac.in/gurugulam/>).

9.1.1. Foundational Skills

9.1.1.1. Assembly and Dismantling

This interdisciplinary training provides practical tool knowledge, involving the students to dismantle and assemble appliances and vehicles, aligning technical education with industry requirements.



9.1.1.2. Electronics

By developing and exploring circuits, using tools and computers to solve challenging problems and designing prototype circuits helps students to hone their talents in the electronics program.



9.1.1.3. Electrical Wiring

Students gain experience in wiring through AutoCAD-designed layouts in a cabin, learning to handle installation equipment and understanding safety devices like fuses and MCBs.



9.1.1.4. Programmable Logic Controller (PLC)

PLC Gurugulam offers training in advanced controllers, equipping students to design and program industrial automation applications, bridging the gap between industry needs and education.



9.1.1.5. Prototype Modeling

This lab fosters creativity and teamwork, guiding students through the design process, from ideation to prototyping and presenting their products creatively.



9.1.1.6. Welding

The Welding lab, equipped with advanced technologies, enhances students' welding skills, focusing on assembly design, material weldability, and welding procedures.



9.1.2. Advanced Skills

9.1.2.1. Servo Motion Control

This training focuses on QT widget-based software development for precise automation, allowing students to design and implement motion control algorithms.



9.2. Special Laboratory - Product Innovation Centre (PIC)

- BIT has established Product Innovation Centres (PIC) under its Special Laboratories to promote hands-on skills and practical learning in engineering and technology, addressing the global demand for such expertise.
- The Institution hosts 23 active Product Development Centres, providing students with a platform to practice and innovate globally sought-after skills.
- Over 1700 students and 23 well-trained faculty members actively participate in these labs, working on industry-defined problems.
- Students trained in BIT's Product Development Centres become proficient enough to compete in international competitions, mastering both theoretical knowledge and practical applications.
- The labs focus on solving industry-specific problems, leading to the development of products that meet global standards.
- The combination of innovative student ideas and emerging technologies in these labs results in the creation of globally competitive products.
- Exposure to international competitions and hands-on training in cutting-edge technologies significantly enhances students' employment prospects in globally renowned industries.
- Students have access to the latest technologies, enabling them to stay updated with technological advancements happening worldwide.
- Students are encouraged to undertake consultancy projects, providing them with real-world experience and further enhancing their skills for international job placements.
- The success of BIT students in international competitions is a testament to the effectiveness of the training programs and the dedication of the participants.
- Link: <https://www.bitsathy.ac.in/product-innovation-centre/>

In-charge: **Mr S Sundar** / officespeciallabs@bitsathy.ac.in / 99524 57772

9.3. Personalized Competency Development Program (PCDP)

Personalized Competency Development Program (PCDP) is a structured learning and assessment platform dedicated to fostering an organized and progressive learning environment, ensuring participants gain thorough expertise in their chosen domains through a systematic and professionally designed assessment process.

- PCDP offers a broad spectrum of skills, ranging from basic principles to advanced technological applications.
- Each skill pathway is divided into multiple levels of increasing complexity, ensuring a comprehensive understanding and mastery of the subject matter.
- Eligibility for enrolment varies by skill, tailored to meet the specific requirements of each domain.
- On successful passing of each level grants eligibility to enroll in the next level of respective skill, following the same structured process. Failing to clear one level, requires re-registration to the same level.
- Students are encouraged to enroll in multiple skills concurrently, provided they meet the specific eligibility criteria for each skill.

In-charge: **Dr P Sathishkumar** / ps@bitsathy.ac.in / 99655 91562

9.4. Industry Exploration and Collaborative Cell (IECC)

IECC aims to foster strong industry linkages, introduce cutting-edge skills, and enhance our institution's academic and research ecosystem. The primary objectives of the IECC are to strengthen industry collaboration, to engage high-end core industries, targeting R&D and technical teams for joint research and innovation. Industry visits to campus will help standardize skill training and align curricula with industry needs. IECC will showcase student abilities through hackathons, mentorship, and project reviews, fostering placements, internships, and entrepreneurship. Identifying industry-relevant skill gaps, IECC will develop targeted training programs to enhance employability. These initiatives will create a sustainable industry-academia partnership, ensuring students gain practical exposure, technical expertise, and career opportunities in cutting-edge industries.

Activities:

- One Day activity - Leadership Activity - designed to enhance leadership qualities, various technical and non-technical skills.
- CoP Students Activities - Interactions with industries, Idea Presentation, COP faculty collaborations.
- GP Challenge - Field Survey and Problem Identification through industry connections to explore startup business ideas and future development opportunities for students.

In-charge: **Dr M Kalaiyarasi** / iecc@bitsathy.ac.in / 98429 81160

10. RESEARCH HUB @ BIT

Our institution is dedicated to fostering a vibrant research ecosystem through continuous improvements in infrastructure, academic support, and policy. The Centralized Research Facility (CRF) houses seven advanced labs supporting interdisciplinary research for both faculty and students. The Centre for Research (CFR), linked to all departments, coordinates research efforts and offers state-of-the-art facilities in areas like Biomolecular Instrumentation, Environmental Studies, Materials Processing, Quantum Computing, Phytochemistry, Condensed Matter, and Metal Additive Manufacturing. Key additions such as the FESEM, OPAL-RT Simulator, and Metal X 3D Printer enhance our capabilities in nanoscale analysis, system simulation, and advanced manufacturing.

Research is actively promoted through student involvement in mini and final-year projects, with outcomes benefiting higher studies. The institute's dynamic R&D policy encourages innovation, global collaboration, and research with real-world impact.

Link: <https://www.bitsathy.ac.in/research-facilities/>



11. ENTREPRENEURIAL HUB @ BIT

11.1. BIT - TBI (Technology Business Incubator)



The TBI at BIT supports early-stage startups by providing state-of-the-art incubation facilities, seed funding assistance, and domain-specific mentoring. It helps innovators convert prototypes into commercially viable products by offering access to labs, technical experts, and IP services. The incubator connects startups with industry partners, policy makers, and funding agencies to scale effectively.

TBI plays a vital role in fostering deep-tech entrepreneurship and strengthening the startup ecosystem within the institute.

In-charge: **Dr R Balakrishnaraja** / bit-tbi@bitsathy.ac.in / 04295 226321

Link: <https://bittbi.com/index.php>

11.2. BIT - EDC (Entrepreneurship Development Cell)

- BIT-EDC aims to inculcate the entrepreneurship ecosystem in the academic environment
- It works along with BIT-IIC in organizing various events as per the calendar guidelines provided by the Ministry of Education to promote entrepreneurship and innovation among students and faculty.
- The feasible ideas are called, evaluated by experts through YUKTI Portal and motivated to produce Proof of Concept (PoC).
- The Platforms are also being facilitated for the PoC to obtain funding with the help of IIC and BIT- TBI to develop it into a complete market ready product.

In-charge: **Dr M Kirupa Sankar** - edc@bitsathy.ac.in / 99946 24674

Link: <https://www.bitsathy.ac.in/clubs-societies/entrepreneurship-club/>

11.3. BIT - Startup Park

The Startup Cell at BIT acts as a launchpad for student-led innovations and business ideas. It identifies entrepreneurial talent and supports idea validation through expert mentorship, ideation challenges, and startup events. The cell creates awareness on government startup schemes, IPR, and market trends. It encourages cross-disciplinary collaboration to solve real-world problems. With a proactive approach, it helps students transition from campus creators to startup founders.



In-charge: **Dr R Balakrishnaraja** - officestartup@bitsathy.ac.in / 94885 70421

Link: <https://www.bitsathy.ac.in/startup/>



12. DIGITAL PLATFORMS @ BIT

12.1. Faculty Phone Book

https://wiki.bitsathy.ac.in/wiki/ADMINISTRATION:Faculty_Phonebook

12.2. Fee Payment Process

- Students are required to pay the fee using the payment gateway facility via net banking by logging into CAMPS and navigating through:

Login → Student → Fees → Fee Payment

- Alternatively, the fee can also be paid through NEFT/RTGS using the Student Virtual Account details provided in the Demand Notice.

12.3. Website & Dashboards

- CAMPS: <https://camps.bitsathy.ac.in/CAMPS/CommonJSP/login.jsp>
- BIT Website: <https://www.bitsathy.ac.in/>
- BIT Wiki: <https://wiki.bitsathy.ac.in>
- Discourse: <https://discourse.bitsathy.ac.in/>
- PeerTube: <https://peertube.bitsathy.ac.in/>
- BIT Learning Centre: <https://library.bitsathy.ac.in/>
- Student Dashboard: <https://bip.bitsathy.ac.in/dashboard>
- BIT Information Portal (BIP): <https://bip.bitsathy.ac.in/nova/login>
- Parent Portal: <https://parents.bitsathy.ac.in/parents/login>
- QR Feedback Portal: <https://feedback.bitsathy.ac.in/>
- Support Desk: <https://supportdesk.bitsathy.ac.in/>



12.4. BIT Publications & Updates Overview

Daily News:

- BIT's Daily News keeps everyone updated on campus events, academic schedules, and announcements.
- The platform ensures students, faculty members and staff are informed about daily activities at the institute.
- Stay connected with the latest developments at BIT through the Daily News platform.
(https://wiki.bitsathy.ac.in/wiki/NEWSLETTER:Daily_News)

Budbringer:

- Budbringer is BIT's monthly newsletter, highlighting achievements, research, and upcoming events, fostering community within the institute.
- The name Budbringer, derived from Danish, means "The Messenger," and it serves as a one-stop knowledge booklet for students.
- Compiled weekly from 13 newspapers and 20 magazines, Budbringer enhances students' knowledge by providing curated content.
(<https://wiki.bitsathy.ac.in/wiki/NEWSLETTER:Budbringer>)

Bulletins:

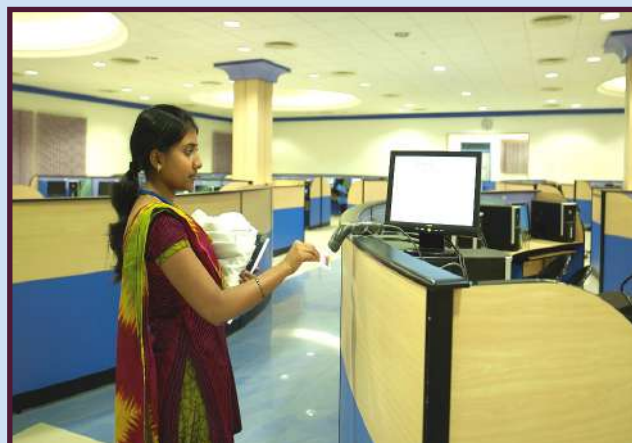
- BIT Bulletins are periodic publications that provide detailed information on specific topics, such as Daily News, R&D Newsletter, Special Lab Bulletins, BIT Monthly Newsletter, Mentor Bulletins, Innovation & StartUp Newsletter, Budbringer, IIPC Newsletter and Sports Newsletter.
- These bulletins are designed to keep students and staff well-informed about various aspects of academic and campus life.



13. FACILITIES AVAILABLE @ BIT

13.1. Computing Facilities

Computing facilities include 4,885 computers and 184 printers, ensuring campus-wide accessibility and functionality. Systems are placed in labs, libraries, classrooms, and administrative areas to support research, assignments, simulations, and programming. Each computer is equipped with updated software and high-speed internet for enhanced learning and productivity. Technical support is available to promptly address issues, minimizing disruptions to academic and administrative activities.



13.2. Wi-Fi Facility

- The Wi-Fi network offers high speeds with 92.85 Mbps download and 94.58 Mbps upload rates.
- Around 1,040 Wi-Fi devices are active on campus, supporting multiple users without significant slowdowns.
- A daily usage limit of 5GB is enforced, and students must use their login credentials to access the network.



13.3. Auditorium

The college has an exquisitely built centralized air-conditioned auditorium with a capacity of 200 tons, equipped with screens, whiteboards, LCD and high-quality projectors.



13.4. Gym

- Bannari Amman Institute of Technology provides separate, well-equipped gyms for boys and girls in their hostels.
- Facilities include multi-station machines, free weights, powerlifting sets, and other equipment like kettlebells and exercise balls.
- Spread over 4,490 sq. ft., the gyms can accommodate over 100 students comfortably.



13.5. Sports Facilities

- 16.56 acres are dedicated to outdoor sports, including athletics, football, cricket, kho-kho, hockey, volleyball, badminton, handball, kabaddi, and floodlit basketball and volleyball courts, along with two synthetic tennis courts.
- Indoor games include table tennis, pool, carrom, and chess.
- A 1,092 sq. m. indoor stadium features four badminton courts.



13.6. Transport Facility

- The institute provides transport with 12 LMVs, 1 ambulance, 27 buses, and 12 battery-operated vehicles.
- Buses ensure safe and hassle-free travel for students and staff from various locations.
- During General Permission, TNSTC special buses are arranged based on student demand.



13.7. Reprographic Facility

Five reprographic centers are available across various blocks of the institute.

13.8. Post Office

A post office operates on campus, serving students, staff, and the general public. Services include speed post, registered parcel, savings bank, RD, NSC, IVP, and KVP facilities.



13.9. Banking

The campus houses a branch of Indian Overseas Bank (IFSC: IOBA0001829), offering services such as savings and current accounts, term deposits, government scholarship disbursements, depository services, and debit/credit cards.



13.10. ATM

The college has the following 24×7 ATMs located on and around the campus: State Bank of India and Axis Bank (Main Parking), Karur Vysya Bank (Cafeteria), and Indian Overseas Bank (opposite Bannari Amman Sugars).



13.11. Hostel Facilities and Hostel Administration

- There are six boys' hostels and seven girls' hostels available
- A 24-hour medical center is available, along with a pharmacy and an ambulance
- The ladies' hostel has a napkin vending machine and an incineration facility
- Various facilities are available inside the hostel, including a laundry, recreation room, sick room, beauty parlor, gym, and a mini canteen



13.12. Laundry Facilities

Laundry and ironing facilities are available in both boys and girls hostels for all seven days.

13.13. Mess Facility

Separate mess facilities for boys' and girls' hostels, plus a dining area for day scholars. Messes equipped with automatic dishwashers, dosa-making and chapati-making machines, and water doctors. Hygienically prepared food is served to students and faculty.



13.14. Mini Canteen Facility

The institute has 22 mini canteens and a stationery shop available for students and staff in the hostels and college premises.



13.15. Vending Machine

Automated vending machines, available at various locations across the campus, dispense a diverse range of products such as snacks, beverages, and cupcakes upon online payment and product



13.16. Cafeteria

The institute has a common cafeteria for students and staff, offering a variety of cuisines such as Chettinad, Tandoori, and Chinese at prices lower than outside restaurants. Fresh juices, ice creams, and snacks are also available.



13.17. RO Facility

Two RO systems ensure pure and hygienic drinking water, with regular maintenance ensuring uninterrupted supply. Water outlets are available in academic blocks, hostels, cafeterias, staff quarters, guest houses, and learning centres.



13.18. Chiller Plant

A chiller plant provides air conditioning to seminar halls, the learning center, and laboratories, ensuring a comfortable environment for students, faculty, and visitors.



13.19. Mobile Showroom and Accessories Facility

Laptops, mobile phones, and accessories are available near the cafeteria for students and staff. The showroom offers new branded phones, laptops, computers, covers, and accessories.



13.20. Sports and Gift Shop Facility

The institute has a sports and gift shop near the cafeteria for students and staff members. Sportswear, water bottles, stationery items, and gift items are available in the shop.



13.21. Co-Operative Store Facility

The institute has a Co-operative store facility for students and staff members. Stationery items, beds, pillows, and buckets are available in the Co-operative store at nominal prices.



13.22. Medical Centre

The institute provides a centralized medical facility offering 24/7 care for students and staff. Two resident medical officers, one staff nurse, and six nursing assistants are available around the clock. An ambulance service is also available 24/7 for emergency transfers to hospitals in Sathyamangalam, Coimbatore, or Erode.



Phone: 04295 226066

14. LEARNING CENTRE

A centrally air-conditioned, five-storey Learning Centre covering 8,240 sq.m (88,662 sq.ft) was built to meet international standards and support exemplary pedagogy. The fully automated centre offers a conducive environment for teaching and learning, housing 97,410 volumes of text and reference books managed by an RFID-based Library Management System.

14.1. Features of Learning Centre

- State-of-the-art RFID based Library Management System
- Web OPAC (can be accessed from anywhere/any device)
- Online Renewal facility
- RFID based Self-Issue Kiosks – for check-out
- 24x7 Automated Drop Box – for check-in
- E-mail alerts for library transactions
- 100 CCTVs for Library Surveillance

The library is open to students and faculty from 08:30 AM to 09:00 PM on weekdays and 8:30 AM to 5:00 PM on Sundays. Additionally, each department has its own library with required textbooks and reference books for students and faculty.

14.2. Facilities to Access e-Learning Courses

A digital library with 96 computer systems and internet access for e-resources has been established.

14.3. Library Automation

The Learning Centre uses Koha, a widely used Integrated Library System, featuring an OPAC module that allows users to search, renew books, and suggest new items. It follows an open access system, encouraging users to browse freely in the stack area.

14.4. Property Deposit Counter

Two property deposit counters are functioning as “Self-Service Mode” in the following places:

- Entrance Lobby - for Girls.
- Technical Section (East-side entrance with steps-adjacent to Book Drop) - for Boys.

14.5. Guidelines and Rules

Following library rules and regulations ensures a quiet and conducive environment for studying and research. By adhering to these guidelines, students respect shared resources and provide others with the opportunity to focus and learn.

<https://www.bitsathy.ac.in/learning-centre/>

Eligibility for borrowing books/resources

Particulars	Students			Staff	
	UG	PG	Research Scholar	Teaching	Non-Teaching
No. of Books	6	6	6	6	2
Duration	14 Days			30 Days	
Reference Books / CDs and Cassettes	Overnight issue only				

14.6. Contact

Sr. Assistant Librarian: **Mr K Sarangan** / library@bitsathy.ac.in / 94433 62296; 04295 226341



15. EXTENSION ACTIVITIES @ BIT

15.1. Clubs & Societies

Bannari Amman Institute of Technology (BIT) offers a vibrant campus life with over 20 clubs, leadership groups, and technical societies for students to explore their interests. These platforms help students develop talents, build networks, and contribute to the campus community. Freshers are encouraged to join, with a dedicated Freshman Coordinator to assist them. BIT hosts a diverse range of clubs in art, music, dance, photography, and more, supporting both online and in-person activities to ensure inclusive participation.

Key benefits of joining a club or society at BIT include:

- Engage in extracurricular activities alongside academics
- Develop leadership skills and teamwork through event planning and camps
- Contribute to the community and demonstrate social responsibility.
- To explore the complete list of clubs, societies, coordinators, and events, visit the official page: <https://www.bitsathy.ac.in/clubs-societies/>

In-charge: **Dr M Parimala** / PARIMALAM@bitsathy.ac.in / 99441 04612

15.2. NCC

The NCC, a global youth leader, builds character and patriotism. Our campus has three NCC units offering training and opportunities for leadership development.

- 2 (TN) CTC - **Lt Dr K Nijandhan** / nijandhan@bitsathy.ac.in / 91711 15683
- 5 (TN) Girls Battalion – **Lt Dr M Malathi** / MALATHIMAHALINGAMM@bitsathy.ac.in / 98944 67247
- 2 (TN) Air Squadron – **Flying Officer Ms D Rohini** / rohini@bitsathy.ac.in / 90926 95482



15.3. NSS

Our institute has two NSS units with around 200 volunteers, actively involved in health, environment, literacy, and disaster relief initiatives. NSS fosters teamwork, empathy, and discipline, shaping socially conscious citizens committed to nation-building.



- Unit 1 - **Dr G Siva** / sivag@bitsathy.ac.in / 88837 37949
- Unit 2 - **Dr K Sadasivam** / SADASIVAMK@bitsathy.ac.in / 94437 21521

15.4. Yoga

Two experienced trainers conduct sessions in the morning or evening, based on convenience. A dedicated yoga hall is available on the campus, along with separate yoga halls in the boys' and girls' hostels for added convenience.



- Trainer (Girls): **Ms P Jasmine** / jasminep@bitsathy.ac.in / 99409 75774
- Trainer (Boys): **Mr P Boopalan** / boopalanp@bitsathy.ac.in / 96774 30262

15.5. Sports

The Department of Physical Education has three staff members, along with full-time and part-time coaches who conduct sessions in the morning and evening.

In-charge: **Mr P Thamilarasan** / hodpe@bitsathy.ac.in / 97888 61497; 04295 226308



16. ECO-FRIENDLY SYSTEMS @ BIT

16.1. Sewage, Night Soil and Food Waste Treatment Plant:

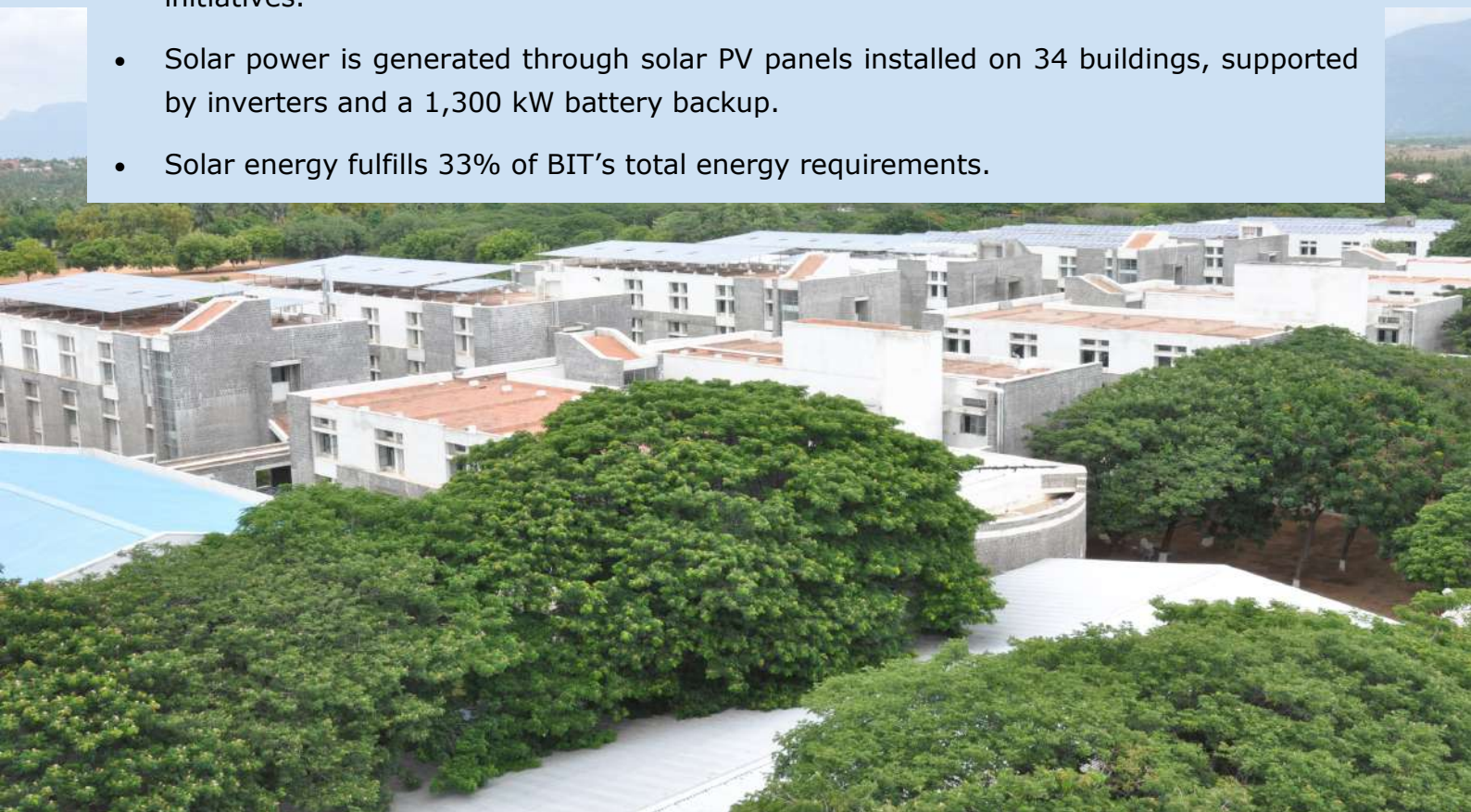
The institute boasts a state-of-the-art Sewage Treatment Plant (STP) with a capacity of 20 million liters per day, making it the largest in Tamil Nadu's educational sector. This facility effectively treats wastewater, which is then reused for irrigating the campus's lush green lawns. Additionally, the STP area has been transformed into a green zone with over 3,000 trees, including a significant Miyawaki forest.

16.2. Bio-Gas Plant

- The biogas plant generates around 1,000 kW/day by utilizing liquid and food waste collected from the college premises.
- The energy produced is used to operate electrical motors at the Sewage Treatment Plant without relying on power from TANGEDCO.

16.3. Grid Connected Solar Rooftops / Power Systems

- BIT has installed renewable power generation facilities on campus as part of its green initiatives.
- Solar power is generated through solar PV panels installed on 34 buildings, supported by inverters and a 1,300 kW battery backup.
- Solar energy fulfills 33% of BIT's total energy requirements.



17. SAFETY GUIDELINES

17.1. Safety and Security Measures in the Campus

- The institute ensures student safety through surveillance cameras, biometric systems, concrete compound walls, and 24/7 monitoring by security guards, matrons, and supervisors.
- A professional security agency with strong credentials is employed to prevent unauthorized entry and maintain a secure environment.
- 360° Surveillance camera has been installed near the girls' hostel.
- A total of 1,561 CCTV cameras have been installed across the campus.
- These cameras are managed through backbone networks to ensure student safety and security.
- Video data captured is stored and managed using Network Video Recorders (NVR).

17.2. Emergency exit in Learning Centre

- Emergency exits in a Learning Centre ensure the safety of students, staff, and visitors during emergencies.
- Clearly marked exits on both sides provide quick escape routes.
- Adequate lighting and alarms near the exits enhance safety and facilitate efficient evacuation.

17.3. Fire Hydrants in front of Learning Centre

- Fire Hydrants are installed at different locations in the learning center to ensure that there is enough supply of water in the case of emergencies like fire.
- A separate high-pressure water supply is connected with this system to extinguish the fire.

17.4. Fire Extinguisher

Fire extinguishers are installed at various locations (labs, departments, hostels etc.,) to protect people in case of emergencies.

17.5. Earth Leakage Circuit Breaker

An Earth Leakage Circuit Breaker (ELCB) has been installed to prevent electric shocks from machinery. Armored cables are used to prevent short circuits, and underground cabling is laid throughout the campus to ensure electrical safety.

18. ALUMNI ASSOCIATION



- The Alumni Association was registered on May 11, 2015, with 35 Executive Committee members.
- 15 Alumni Chapters (national and international) were established, each led by office bearers and committee members.
- The Association funds chapter events, including inaugurations, conclaves, and meetings.
- Bi-annual Executive Committee meetings and an Annual General Body meeting are conducted.
- Information such as news, updates, and job opportunities is shared via the website, Google Group, and WhatsApp group.
- Alumni contribute through industry visits, internships, placements, curriculum support, training, guest lectures, and seminars.
- Alumni ID cards are issued for campus access.
- The Association offers scholarships for economically disadvantaged students and medical assistance for alumni.
- An Alumni News newsletter is circulated twice a year.

Link: <https://www.bitsathy.ac.in/alumni/>

19. POINT OF CONTACT

S.No.	Contact Person	E-mail/Phone Number
1	All Faculty	https://wiki.bitsathy.ac.in/wiki/ADMINISTRATION:Faculty_Phonebook
2	Head Academics: • Dr K L Senthil Kumar	headacademics@bitsathy.ac.in / 94433 98857
3	Office Academics: • Dr P Sathishkumar	officeacademics@bitsathy.ac.in / 99655 91562
4	Controller of Examinations: • Dr G Senthilkumar	coeoffice@bitsathy.ac.in / 04295 226357 94435 79010
5	Industry Exploration and Collaboration Cell (IECC): • Dr M Kalaiyarasi	iecc@bitsathy.ac.in / 98429 81160
6	Student Affairs - IQAC: • Mr C Sathishkumar	task.sa@bitsathy.ac.in / 97883 60263
7	Student Affairs - Office	studentaffairs@bitsathy.ac.in / 04295 226058
8	Support Desk	supportdesk@bitsathy.ac.in / 04295 350 650
9	Counselors for Boys: • Dr R Balakrishnaraja • Dr P Sivaraman	balakrishnarajar@bitsathy.ac.in / 94885 70421 sivaramanpsr@bitsathy.ac.in / 98428 18251
10	Counselors for Girls: • Dr S Tamilselvi • Dr R Praveena	TAMILSELVIS@bitsathy.ac.in / 99425 88072 PRAVEENAR@bitsathy.ac.in / 94862 13498
11	Students Achievements: • Dr T Perarasi	studentachievements@bitsathy.ac.in / 88838 50826
12	IPR Cell: • Dr J Vinothkumar	iprcellbit@bitsathy.ac.in / 96299 55765
13	Training & Placement: • Placement • Training • Contest • Communication Development	placement@bitsathy.ac.in training@bitsathy.ac.in contest@bitsathy.ac.in cdc@bitsathy.ac.in / 04295 226122
14	Research & Development: • Dr D Deepa	headrd@bitsathy.ac.in / 99429 12613
15	Clubs and Societies	clubsbit@bitsathy.ac.in / 99441 04612
16	NSS: • Unit 1 - Dr G Siva • Unit 2 - Dr K Sadasivam	nss@bitsathy.ac.in / 88837 37949 nssunit2@bitsathy.ac.in / 94437 21521
17	NCC: • Senior Wing (Girls) - Lt Dr M Malathi • Senior Division (Boys) - Lt Dr K Nijandhan • Air Wing (Boys & Girls) - Flying Officer Ms D Rohini	ncc@bitsathy.ac.in / 98944 67247 91711 15683 90926 95482
18	TBI: • Dr R Balakrishnaraja	bit-tbi@bitsathy.ac.in / 04295 226321
19	EDC: • Dr M Kirupa Sankar	edc@bitsathy.ac.in / 99946 24674
20	Startup: • Dr R Balakrishnaraja	officestartup@bitsathy.ac.in / 94885 70421
21	Medical Centre Resident Doctors: • Dr M S Soundararajan • Dr V Sandhya	04295 226066 94421 34421 90950 61141
22	Skill Activities: • Mr S Rajasekar	skills@bitsathy.ac.in / 82205 93597
23	Personalized Competency Development Program (PCDP): • Dr P Sathishkumar	ps@bitsathy.ac.in / 99655 91562