ACADEMIC SCHEMA 2020-21

VISWAJYOTHI
COLLEGE OF ENGINEERING & TECHNOLOGY

Approved by the AICTE, Affiliated to
APJ Abdul Kalam Technological University
and All branches are Accredited by NBA

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PATRON
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Bishop House, Kothamangalam

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Vicar General, Bishop's House, Kothamangalam – 686691
Phone : 0485 2862236, 2862237, Fax : 0485 2861625, 9847891213

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e-mail : paulnedumpurath@gmail.com
director@vjcet.org

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e-mail : principal@vjcet.org

VICE PRINCIPAL
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e-mail : viceprincipal@vjcet.org, somy@vjcet.org

ADMINISTRATIVE OFFICER
Mr. Sunny Jacob
Mob. : 9447465399
e-mail : sunnyjcv@gmail.com, sunny@vjcet.org

PERSONAL INFORMATION

Name :_____

Roll No. :_____Registration No. :_____

Year :_____Semester:_____Branch_____

Father's Name:_____

Residential Address :_____

_____

_____

Pin Code: _____

Campus Resident / Day Scholar: _____

Date of Birth:_____

Phone No. :_____

Phone No. :_____(In case of the emergency)

Bank Account No.:_____

Vehicle No._____

Engine No. _____

Passport No._____

Library Card No. _____

Blood Group :_____

E-Mail ID : _____

Viswajyothi spread thy light

In all darkness shine thy light

We bow to thee your grace

Shine down on us thy grace

We raise our voices high

To thee we pledge our lives

Viswajyothi we sing your praise

Viswajyothi long live your domain

Contents

College Profile

Viswajyothi College of Engineering & Technology (VJCET) is yet another hallmark of the commitment and experience of the Catholic Diocese of Kothamangalam in the field of Education.

Established in the year 2001 as a self- financing Engineering College affiliated to Mahatma Gandhi University and later in 2015 affiliated to APJ Abdul Kalam Technological University, has grown manifold and has earned reputation as a trend setter in Engineering & Management Education. The College is situated in a sprawling campus of 26 acres, nestled among lush greenery over a hillock on the side of State Highway No. 8, about 5 kms from Muvattupuzha en-route to Thodupuzha .

A highly committed Management Team with the noble vision of transforming Viswajyothi College of Engineering & Technology into an International Center of Excellence in Engineering & Management Education with competent and dedicated Faculty, scientifically planned infrastructural facilities, modern laboratories, workshops and full fledged teaching – learning set ups along with an excellent work culture and campus atmosphere has enabled VJCET to carve a niche for itself amongst the self- financing colleges in Kerala within a short span of time.

Vision

"Moulding Professionals par Excellence with Integrity, Fairness and Human Values"

Mission

➢ We commit to develop the institution into a Centre of Excellence of International Standards.

➢ We guide and mould our students in the attainment of intellectual and professional competence for successfully coping with the rapid and challenging advancements in technology and the ever changing world of business, industry and services.

➢ We help and support our students in their personal growth shaping them into mature and responsible individuals.

➢ We strive to cultivate a sense of social and civic responsibility in our students, empowering them to serve humanity.

➢ We promise to ensure a free environment where quest for truth is encouraged.

Chronicles of the College

1999 June 12	Inauguration of the Diocesan Technical Education Trust, Kothamangalam by H.E. Mar George Punnakkottil Bishop of Kothamangalam
1999 July 8	The first meeting of the Board of Trustees. Rev. Msgr. Thomas Malekudy declared as President of the Trust and Rev. Fr. Joseph Puthenkulam as the Secretary
1999 September 10	Application submitted to AICTE (All India Council for Technical Education) for sanction of an Engineering College under the Trust
2001 March 2	Letter of Viability regarding the same received
2001 July 9	Dr. C. N. Paulose was appointed as the Principal of the College
2001 July 13	AICTE Team visited Viswajyothi College for Inspection
2001 July 13	Sanction received from AICTE to start the College with 120 seats; 45 in Computer Science, 45 in Electronics and Communication and 30 in Information Technology
2001 July 18	Mahatma Gandhi University team visited the College for inspection
2001 July 24	Sanction received from the University
2001 October 17	College was blessed and inaugurated by H.E. Mar George Punnakkottil
2002 June 11	Additional seats sanctioned by AICTE in the 3 disciplines enhancing the number to 60 each
2002 June 24	College canteen was blessed by the manager Msgr. Thomas Malekudy
2002 July 10	B. Tech in Mechanical Engineering sanctioned
2003 August 27	Ladies Hostel started functioning in the Campus
2004 August 15	Electrical and Electronics Engineering (EEE) was sanctioned by the AICTE
2005 May 16	Boys Hostel started in the Campus
2005 June 16	Dr. P. K. Joselin was appointed as Principal
2006 July 1	Dr. Cyriac Thomas, former Vice-Chancellor of M.G. University was apointed as Dean and Chairman of the College
2006 August 25	Dr. V. George was appointed as Principal
2007 August 16	Dr. M. G. Grasius was appointed as Principal

2009 January 21	A Gymnasium started functioning for exclusive use of the staff and students
2009 November 30	M.Tech courses in CS and ECE were inaugurated
2010 January 25	MBA sanctioned by AICTE and Classes started with Dr. R. V. Jose as Head of the Department
2010 October 8	Accreditation to two departments (CS and ECE) by National Board of Accreditation received
2010 December 21	ISO Certification for the College received
2011 March 1	Started R&D Centre with Dr. K. Babu Joseph former Vice Chancellor of CUSAT, as the Dean of the Centre.
2011 August 2	Dr. K. T. Mathew was appointed as Principal
2011 August 16	B. Tech in Civil Engineering sanctioned
2011 September 1	P.G. course in Mechanical Engineering (IEM) started
2011 October 22	Received Minority status for the College
2012 May 19	Msgr. Thomas Malekudy, President of the Trust and Manager of the College retired
2012 May 20	Msgr. Francis Alappatt took over as Manager
2013 May 25	Rev. Dr. George Thanathuparambil took over as Director
2014 July 16	Dr. Francis C. Peter, former Vice Chancellor, Dr. K. N. Modi University, Rajasthan, appointed as Principal
2014 August 16	Sanctioned additional batches in Mechanical Engineering and Civil Engineering with a strength of 60 each
2015 May 23	Msgr. Dr. George Oliapuram took over as Manager
2015 July 17	Dr. Josephkunju Paul C. was appointed as Principal
2016 June 22	Dr. Kuncheria P. Isacc, VC, APJ Abdul Kalam Technological University, was the Chief Guest of Merit and Farewell day of 2016 Batch.
2016 July 23	Extension of Block of Men's Hostel (St. Thomas Block) was Inaugurated.
2016 December 8	Nano Technology Lab was blessed and inaugurated by Msg. Dr. George Oliapuram
2017 May 30	Msgr. Dr. Cherian Kanjirakompil took over as Manager
2017 June 12	Dr. Alphonse Kannanthanam was the Chief Guest of Merit and Farewell day of 2017 Batch.
2017 June 20	Fablab was blessed by Msgr. Dr. Cherian Kanjirakompil
2018 June 9	Accreditation to four departments (CE, CS, ECE and ME) by National Board of Accreditation received
2018 June 13	Dr. T. P. Sethumadhavan was the Chief Guest of Merit and Farewell day of 2018 Batch.

2018 November 8	Accreditation to two departments (EEE & IT) by National Board of Accreditation received
2018 November 13	Started PMKVY classes for Asst. Electrician, CNC Operator & Jr. Software developer
2018 December 3	German Industry Experts(Mr. Ralph Schneider and Mr. Jurgen Gau) from Senior Experton Service(SES), conducted International Symposium & FDP
2019 February 4	Started Foreign Language Division for German classes
2019 April 26	Inaugurated Viswajyothi Business Incubation Centre (VBIC) by Shri Eldho Abraham, MLA, Muvattupuzha
2019 June 20	Dr. Dharmarajan P.K., Vice Chancellor Sanskrit University was the Chief Guest of Merit and Farewell day of 2019 Batch.
2020 June 15	Dr. K.K.Rajan was appointed Principal

VISWAJYOTHI
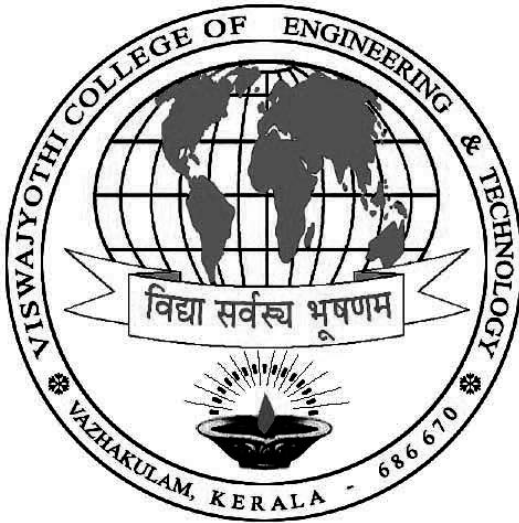
Jesus Christ revealed himself
as **the Light of the World - Viswajyothi.**
Jesus said "I am the Light of the World".
We dedicate ourselves to Jesus Christ the light of the world,
who dispels the darkness and illumines of our intellects, hearts
and lives. We owe every success to his divine love and mercy.

Board of Governors

SI No.		Designation	Mob. No.
1.	**Msgr. Dr. Cherian Kanjirakompil** (President, Diocesan Technical Education Trust & Manager)	President	9847891213
2.	**Rev. Fr. Thomas Malekudy** (Former Manager, 2001-2012)	Member	9447331165
3.	**Rev. Dr. George Oliapuram** (Former Manager, 2015-2017)	Member	9447663274
4.	**Adv. K.T. Thomas** (Vice President of the Trust)	Member	9446932112
5.	**Adv. Francis George** (Ex. M.P., Secretary of the Trust)	Member	9446411100
6.	**Mr. Luckachan Olickal** (Treasurer of the Trust)	Member	9946004446
7.	**Rev. Fr. Paul Nedumpurath** (Secretary, Higher Edn. Corporate Educational Agency & Director, VJCET)	Member	9495023390
8.	**Rev. Dr. George Thanathuparambil** (Former Director, VJCET)	Member	9447128949
9.	**Mr. Isaac Joseph Kottukapilly** (Industry Expert)	Member	04862 222479, 04862 222474
10	**Nominee of AICTE**		
11	**Nominee of DTE**		
12	**Nominee of KTU**		
13	**Dr. K.K.Rajan** (Principal)	Secretary	9072964417

Advisory Board - VJCET

Sl. No	Name	Designation	Mob. No
1.	**Msgr. Dr. Cherian Kanjirakompil** (President of Diocesan Technical Education Trust & Manager)	President	9847891213
2.	**Rev. Dr. George Oliapuram** (Former Manager)	Member	9447663274
3.	**Rev. Fr. Thomas Malekudy** (Former Manager)	Member	9447331165
4.	**Rev. Fr. Paul Nedumpurath** (Secretary, Higher Edn. Diocesse of Kothamangalam & Director, VJCET)	Member	9495023390
5.	**Dr. Cyriac Thomas** (Former VC MG University, Former Member Minority Commission)	Member	9447136399
6	**Rev. Dr. George Thanathuparambil** (Former Director, VJCET)	Member	9447128949
7.	**Sri. M.Joseph** IAS (Retrd)	Member	9495317035
8.	**Adv. Francis George** (Ex. M.P., Secretary of the Trust)	Secretary	9446411100
9.	**Prof. Job Kurien** (Former Dean and HOD Aeronautical Engg. IIT, Madras)	Member	9496591580
10.	**Prof T. L. Jose** (Former Director and Dean, EEE, NIIT, Calicut)	Member	9446784702
11.	**Dr. Paulose Jacob** (Former PVC , CUSAT)	Member	9847123534
12.	**Prof. Paul Pudussery** (Director, Dept. of Education, Don Bosco University, Guwahati)	Member	9402168195
13.	**Mr. Isaac Joseph Kottukapilly** (Industry Expert)	Member	04862 222479 222474
14.	**Dr. Abu Sebastian** (Industry Expert, IBM Research, Zurich, Switzerland)	Member	0041562051580
15.	**Dr. K. K.Rajan** (Principal)	Member	9072964417

College Council

Sl. No	Name	Designation	Mob. No
1	**Dr. K.K.Rajan** (Principal)	Chairman	9072964417
2	**Mr. Somy P. Mathew** (Vice- Principal)	Convenor & Secretary	9048104565
3	**Dr. Geo Baby** (HOD-MBA)	Member	9847922281
4	**Mr. Amel Austine** (HOD- CSE)	Member	9847671025
5	**Dr. B.Aruna** (HOD-EEE)	Member	9072964416
6	**Mrs. Smitha Cyriac** (HOD- ECE)	Member	9447523022
7	**Mrs. Anju Susan George** (HOD- IT)	Member	9846132699
8	**Mr. Shunmugesh K.** (HOD- ME)	Member	9947929956
9	**Mrs. Shine George** (HOD- Civil)	Member	9495971178
10	**Mrs. Viji George** (HOD- S&H)	Member	7907664856
11	**Mr.Vinoj K.** (Asso. Prof., ME, Staff Representative)	Member	9847411887
12	**Mrs. Lekshmi M.S.** (Asst. Prof., ECE, Staff Representative)	Member	9446485935

Courses Offered

Branch	Intake
1. Artificial Intelligence(AI)	- B.Tech.- 60
2. Civil Engineering (CE)- NBA Accredited	- B.Tech. – 60
3. Computer Science & Engg. (CSE)- NBA Accredited	- B.Tech. – 120
4. Electrical & Electronics Engg. (EEE)- NBA Accredited	- B.Tech. – 60
5. Electronics & Communication Engg. (ECE)- NBA Accredited	- B.Tech. – 60
6. Information Technology (IT)- NBA Accredited	- B.Tech – 60
7. Mechanical Engg.(ME) - NBA Accredited	- B.Tech – 60
8. Management Studies	- MBA - 60

Timings

Class Timings :
8.55 a.m. - 12.45 p.m.
1.45 p.m. - 4.15 p.m.

Class Timings on First Friday :
8.55 a.m. - 12.15 p.m.
1.45 p.m. - 4.15 p.m.

Office Timing :
8.30 a.m. - 5.00 p.m.

Library :
8.30 a.m. - 8.00 p.m.

CCC Timing :
8.00 a.m. - 6.00 p.m.

Staff list

Sl.No.	Name	Designation	Mobile No.	E-mail ID
1	Dr. K K Rajan	Principal	9072964417	principal@vjcet.org
2	Mr. Somy P Mathew	Asst. Professor - ECE, Vice Principal	0482 2260299 9048104565	viceprincipal@vjcet.org, somy@vjcet.org

Department of Civil Engineering

Vision	"Building Professionally Competent and Motivated Engineers in the Arena of Civil Engineering with High Professional Ethics."
Mission	1 To promote a better teaching learning process through academically proficient faculties, full - fledged laboratories and excellent infrastructure facilities. 2 To equip the graduates with knowledge, research and practical skills in modern civil engineering practices and techniques. 3 To inculcate knowledge of sustainability in various domains of Civil Engineering. 4 To nurture Civil Engineers into ethically strong and responsible leaders to address global challenges through quality education
PEOs	Our Graduates 1. Shall tackle the multiple responsibilities of analysis, design and construction of traditional and modern systems in compliance with various codes of practices and to meet the current technical challenges. 2. Shall be proficient in the use of relevant software packages for planning, designing, scheduling, executing and controlling of civil engineering projects, with an urge for life-long learning. 3. Shall function effectively with individual capabilities as well as with a collective strength as a professional team with good communication skills.
PSOs	Our Graduates shall have, 1. Ability to utilize civil engineering principles and software that are appropriate to solve technical problems; prepare design and construction documents ; create structural systems; produce drawings, reports and quantity estimates related to the Civil Engineering domain. 2. Ability to utilize modern surveying methods for land measurement and/ or construction layout and to conduct standardized field /laboratory tests related to Civil Engineering.

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Department of Computer Science & Engineering

Vision	**"Moulding socially responsible and professionally competent Computer Engineers to adapt to the dynamic technological landscape"**
Mission	1. Foster the principles and practices of computer science to empower life-long learning and build careers in software and hardware development. 2. Impart value education to elevate students to be successful, ethical and effective problem-solvers to serve the needs of the industry, government, society and the scientific community. 3. Promote industry interaction to pursue new technologies in Computer Science and provide excellent infrastructure to engage faculty and students in scholarly research activities.
PEOs	Our Graduates 1. Shall have creative and critical reasoning skills to solve technical problems ethically and responsibly to serve the society. 2. Shall have competency to collaborate as a team member and team leader to address social, technical and engineering challenges. 3. Shall have ability to contribute to the development of the next generation of information technology either through innovative research or through practice in a corporate firm. 4. Shall have potential to build start-up companies with the foundations, knowledge and experience they acquired from engineering education.
PSOs	1. Ability to integrate theory and practice to construct software systems of varying complexity. 2. Able to apply Computer Science skills, tools and mathematical techniques to analyze, design and model complex systems. 3. Ability to design and manage small-scale projects to develop a career in a related industry.

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29	Mr. Sijo Jose	Computer Programmer	9446868058	sijoj@vjcet.org
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32	Mrs. K G Sindhu	2nd Grade Instructor	9446932650	sindhu@vjcet.org
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35	Mrs. Joicy K Jose	2 nd Grade Instructor	9961139734	joicy@vjcet.org
36	Mr. Jose Thomas	Hardware Technician	9447605869	jose@vjcet.org
37	Mr. Justin Peter	Hardware Technician	9744768377	justin@vjcet.org
38	Mr. Eldhose Paul K	Hardware Technician	04842646782 9496084438	eldhose@vjcet.org

Department of Electrical & Electronics Engineering

Vision	**"Mould globally competent Electrical and Electronics Engineers."**
Mission	1. To provide the best academic ambiance. 2. To develop technical and soft skills to cope up with the emerging global scenario. 3. To enhance knowledge by industry and alumni interaction.
PEOs	1. Graduate shall have the fundamental and advanced knowledge, analytical and scientific skills to design technically and economically viable engineering solutions. 2. Graduate shall have the culture and attitude of team work, to help in upbringing socially committed Entrepreneurs engaged in lifelong learning. 3. Graduate shall have professional communication skills, social values and work ethics.
PSOs	1. Ability to apply fundamentals of Engineering in analyzing multidisciplinary issues, developing solutions with professional and ethical responsibilities and promoting conventional and unconventional methods for higher research. 2. Ability to apply Electrical engineering knowledge to perform circuit analysis, troubleshoot electrical machines and optimize power system designs by incorporating analog and digital controls.

Sl.No.	Name	Designation	Mobile No.	E-mail ID
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6	Mrs. Smitha Jacob	Asst. Professor	9446943261	smitha@vjcet.org
7	Mrs. Mereya Baby	Asst. Professor	9495426829	mereya@vjcet.org
8	Mr. Dileepkumar P	Asst. Professor	9495571728	dileep@vjcet.org
9	Mr. Babu T Chacko	Asst. Professor	9656154572	babu@vjcet.org
10	Mr. Sharone Varghese	Asst. Professor	9895784663	sharone@vjcet.org
11	Mrs. Jis Jose	Asst. Professor	9496826120 6282374984	jisj@vjcet.org
12	Ms. Neena Skaria	Asst. Professor	9497408167	neenas@vjcet.org
13	Mrs. Breeza Paulose	Asst. Professor	9745547851	breeza@vjcet.org

Sl.No.	Name	Designation	Mobile No.	E-mail ID
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15	Mr. Jomu M George	Asst. Professor	9495654321	jomum@vjcet.org
16	Ms. Neena Alex (On Leave)	Asst. Professor	9447728045	neenaa@vjcet.org
17	Mrs. Seena Paul	Asst. Professor	9048532747	seena@vjcet.org
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19	Mr. Dhinu Paul	2 nd Grade Instructor	9400559217	dhinu@vjcet.org
20	Mrs. Binumol George	Computer Programmer	9846605995	binug@vjcet.org
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Department of Electronics & Communication Engineering

Vision	**"Moulding Electronics Engineers with Professional Competence and Global outlook"**
Mission	1. To create a vibrant academic ambience conducive for progressive learning 2. Build up excellent infrastructure and lab facilities to train the students in the current & emerging technology. 3. Maintain well qualified faculty who are willing to upgrade their knowledge continuously 4. Groom students towards successful careers by facilitating industry-institute relationships and value addition through regular skill-development programmes.
PEOs	Our Graduates shall be 1. Suitably employed in allied industries/services with professional competency and knowledge of modern tools. 2. Capable of developing economically viable, technically feasible eco friendly electronic systems. 3. Capable of pursuing higher studies/research in the field of engineering and management.
PSOs	Our students shall be able to 1. Design and modify embedded system based products which will find applications in the fields of Communication and automation. 2. Develop algorithms for real life applications in signal & image processing. 3. Design efficient low power electronic circuits.

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Department of Information Technology

Vision	**"To be a centre of excellence in IT learning and provide value based training to mould students as successful IT professionals."**
Mission	1. To provide an intellectually stimulating and academically vibrant learning environment for students and train them in the basic as well as advanced concepts, knowledge, technology and skills of IT. 2. To promote a nurturing and caring environment and prepare students to achieve their academic and career goals in a globally competitive marketplace. 3. To mould students into ethical and competent professionals who will contribute to the betterment of the community.
PEOs	1. Graduates shall excel in programming skills, so as to make them professionally competent, innovative and socially uplifting the standard of life. 2. Graduates shall have social values, sharpening their analytical skills to find solutions to the existing software problems. 3. Graduates shall have positive attitude towards research and entrepreneurship.
PSOs	1. Shall have knowledge on smart technologies in the field of IT and are well equipped with cutting edge technologies and concepts. 2. Shall bring in the advantages of technology into the society, so that it will accelerate the development and betterment of people.

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Department of Mechanical Engineering

Vision	**"Moulding socially committed engineers capable of meeting the global challenges in the mechanical engineering stream"**
Mission	1. To provide ample facilities to foster excellent ambiance for teaching learning process in the department. 2. To enhance the creative ideas, analytical talents and soft skills in the students to cope up with the emerging trend in technical field. 3. To enable the students to meet real life problems in mechanical engineering with a zeal to human and ethical values.
PEOs	1. Graduate will have strong base in Mathematics, Science, and Mechanical Engineering to face and handle the challenges in real world engineering problems in society and industry. 2. Graduates will have a passion for Mechanical Engineering to select an area of specialization to pursue higher studies, to choose a career and lifelong learning in the management of industry, research and academics. 3. Graduates will have basic knowledge in other disciplines, to tackle and co-ordinate inter-disciplinary real life problems 4. Graduates will have soft skills, discipline, confidence, self esteem, self respect, teamwork skills, and strong adherence to ethical values in a social context.
PSOs	1. Students shall be competent, creative and imaginative mechanical engineers employable in fields of design, research, manufacturing, safety, quality, technical services. 2. Students shall be able to progress through advanced degree, certificate programs or participate in continuing education in mechanical engineering, business, and other professionally related fields.

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Department of MBA

Vision	"A dynamic institute of global repute in developing management professionals with value integration for social transformation."	
Mission	1 Moulding managers, entrepreneurs and organisational leaders with strategic orientation, inquisitive and innovate mind, integrity and social commitment.	
	2 Improving performance standards by benchmarking as well as by internal drive.	
	3 Developing students with attributes as required by the business world and society.	
	4 Promoting R&D in the frontier areas of knowledge as well as the demanding needs of the society.	
	5 Evolving and disseminating appropriate management practices.	

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	Mr. Cyriac Jacob	6238579895
Editor	Mr. Justin Siby	8589879091
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Sports Secretary	Mr. Melwin Vincent	9539615625
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Staff nominated to various Activities/ Professional bodies 2020-21

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2	Test & Retest Monitoring Cell		Ms. Ann Neetha Sabu
3	Attendance Monitoring Cell		Ms. Anju Susan George
4	Course File & Lab Manual Monitoring Cell		Mr. Amel Austine
5	IIIC and IEDC		Mr. Vinoj K.
6	Exam Cell		Ms. Viji George
7	Academic Advisory Committee		Dr. Anoop C. K.
8	Research & Faculty Development Cell		Dr. Anishin Raj M M
9	Placement Cell		Mr. Mavin C.
10	Student Disciplinary Cell	Mr. Somy P. Mathew	Dr. Shunmugesh K.
11	NPTEL, Spoken Tutorial & Guest Lecture Monitoring Cell		Ms. Smitha Jacob
12	Feedback Cell		Ms. Smitha Cyriac
13	Students Grievances and Ethics Monitoring Cell		Dr. Geo Baby
14	Library Committee	Dr. B. Aruna	Ms. Brighty Jose
15	Project Monitoring Cell	Dr. Anishin Raj M M	Dr. Sreenish Ramaswamy

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13	Ms. Viji George	HOD S&H
14	Mr. Geo Baby	HOD MBA
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17	Mr. Unnikrishnan Rajan	Student Representative (MBA)
18	Sri. Mridul George	Alumni Representative
19	Ms. Anna Saly Jose	Alumni Representative (MBA)

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4	Ms. Seethamma George	EEE
5	Mr. Cyriac M. Odackal	ECE
6	Ms. Salini Dev P. V.	IT
7	Dr. Sajan T. John	ME
8	Mr. Biju George	S&H
9	Dr. Anu George	MBA

	3. Academic Council	
1	**Dr. K. K. Rajan**	**Principal**
2	Mr. Somy P. Mathew	Vice Principal
3	Ms. Shine George	HOD CE
4	Mr. Amel Austine	HOD CSE
5	Dr. B. Aruna	HOD EEE
6	Ms. Smitha Cyriac	HOD ECE
7	Ms. Anju Susan George	HOD IT
8	Dr. Shunmugesh K.	HOD ME
9	Ms. Viji George	HOD S&H
10	Dr. Geo Baby	HOD MBA
11	Dr. M.G Grasius	Professor CE
12	Dr. E Ravindranath	Professor CE
13	Dr. Janhan Lal P S	Professor CSE
14	Dr. K K Kuriakose	Professor CSE
15	Ms. Rose Mary Baby	S&H

	4. Academic Schema	
1	**Mr. Somy P. Mathew**	**Vice- Principal**
2	Ms. Smitha Jacob	EEE
3	Mr. John Odackal	S&H
4	Mr. Akash Paul Savio	ME

	5. AICTE (Compliance Report & Grievance Redressal)	
1	**Dr. Shunmugesh K**	**ME**
2	Mr. Joe Mathew Jacob	CSE
3	Mr. Appu John	CE
4	Ms. Remya Paul	CSE
5	Ms. Seena Paul	EEE
6	Ms. V. K. Vanitha Rugmoni	ECE
7	Ms. Tini Molly V.	IT

8	Mr. Eldhose Paul	ME
9	Mr. Biju George	S&H
10	Dr. Sreenish Ramaswamy	MBA

6. Alumni Association

1	**Mr. Arun K. R.**	**ME**
2	Ms. Rini Simon	CSE
3	Ms. Anu Paul	CE
4	Ms. Breeza Paulose	EEE
5	Ms. Sani John	ECE
6	Ms. Diana Baby	IT
7	Ms. Ambily Jose	MBA

7. Arts, Cultural Fest, Quiz & Debate Club

1	**Ms. Lekshmi M. S.**	**ECE**
2	Mr. Lins Paul Kuriakose	CE
3	Ms. Soumya Mathew	CSE
4	Ms. Neena Skaria	EEE
5	Ms. Ann Preetha Jose	IT
6	Mr. Rakesh Jose	ME
7	Ms. Dany Sebastian	S&H

8. Attendance Monitoring Committee (IQAC 3)

1	**Ms. Anju Susan George**	**IT**
2	Ms. Anu Jose	CSE
3	Ms. Bijimol Joseph	CE
4	Ms. Seena Paul	EEE
5	Ms. Anitta Thomas	ECE
6	Ms. Tiny Molly V.	IT
7	Mr. Nibin B.	ME
8	Ms. Anila Elizabeth John	S&H
9	Mr. Sebin Joseph	MBA

9. Block Chain Academy

1	**Ms. Ritty Jacob**	**CSE**
2	Mr. Prince Kurian	IT

10. Bus & Transportation Committee

1	**Mr. Somy P. Mathew**	**Vice-Principal**
2	Mr. Sijumon Francis	PRO
3	Mr. James R. Alex	System Administrator

11. Canteen Committee

1	**Mr. Cyriac M. Odackal**	**ECE**

2	Mr. Biju George	S&H

12. Career Guidance & Placement Unit (IQAC 9)		
1	**Ms. Shine George**	**HOD CE, Liaison Officer**
2	Mr. Mavin C.	Placement Officer
3	Ms. Anu Paul	CE
4	Ms. Silpa Joseph	CSE
5	Ms. Seethamma George	EEE
6	Dr. Tony D.	ECE
7	Mr. Santhanu P. Mohan	IT
8	Mr. Arun K.	ME
9	Ms. Anitha Rajan	S&H
10	Mr. Nelson Mathew	MBA
13. Central Computing Facility		
1	**Ms. Alphonsa Kuriakose**	**CSE**
2	Ms. Ann Preetha Jose	IT
14. Centre for Research & Faculty Development / Consultancy/Continuing Education Cell (IQAC 8)		
1	**Dr.Anishin Raj M. M.**	**Dean R&D**
2	Dr. Sony Kurian	EEE
3	Ms. Neena M Joseph	CE
5	Dr. Tony D.	ECE
6	Dr. Sheela V. K.	IT
7	Mr. Arun Raphel	ME
8	Ms. Rose Mary Baby	S&H
9	Dr. Anu George	MBA
15. College Website & Automation		
1		**Website & Portal Development in charge (CSE)**
2	Mr. Amel Austine	Automation in charge(CSE)
3	Ms. Sindhu Jose	Asst. Website(CSE)
4	Ms. Neenu Daniel	Asst. Automation(CSE)
5	Ms. Rosemary Xavier	CE
6	Mr. Dileepkumar P.	EEE
7	Ms. Rose Maria Jose	ECE
8	Ms. Tiny Molly V.	IT (Website & Automation)
9	Mr. Nidheesh K	ME
10	Ms. Deenu Baby	S&H
11	Dr. Anu George	MBA
12	Mr. Sanoj Saju	PTC
13	Ms. Joicy K. Jose	CSE
14	Mr. Manoj Francis	CSE

16. Community Service Cell/ NSS		
1	**Mr. Aneesh Kurian**	**EEE, Program Officer**
2	Mr. Santhanu P. Mohan	IT, Program Officer
3	Mr. Appu John	CE
4	Ms. Jerin Jose	CE, Asst. Program Officer
5	Mr. Andrews Jose	CSE
6	Ms. Mary Nirmala George	ECE, Asst. Program Officer
7	Mr. Rakesh Jose	ME
17. Course File and Lab Manual Monitoring Committee (IQAC 4)		
1	**Mr. Amel Austine**	**HOD CSE**
2	Ms. Neenu Daniel	CSE
3	Ms. Bijimol Joseph	CE
4	Mr. Dileepkumar P.	EEE
5	Ms. Anitta Thomas	ECE
6	Ms. Diana Baby	IT
7	Mr. Akash Paul Savio	ME
8	Ms. Manu Sebastian	S&H
9	Ms. Ambily Jose	MBA
18. CSI & Association for Computing Machinery (ACM)		
1	**Ms. Arsha J. K.**	**CSE**
2	Ms. Remya Paul	CSE
3	Ms. Juliet A. Murali	IT
19. Department Association		
1	**Ms. Neena M Joseph**	**CE**
2	Mr. Sivadas T. Nair	CSE
3	Ms. Mereya Baby	EEE
4	Ms. Anu C. Kunjachan	ECE
5	Mr. Santhanu P. Mohan	IT
6	Mr. Tijo Jose	ME
7	Mr. Sebin Joseph	MBA
20. ECO Club / Photography / Nature Club/College Orchestra/Philatelic & Numismatic Club		
1	**Mr. Eldhose Paul**	**ME**
2	Dr. Cyriac Joseph	MBA
3	Mr. Jibby Peter D'cruz	ECE
4	Ms. Anu Paul	CE
5	Mr. Prince Kurian	IT

21. E-Waste Management

1	**Mr. Joe Mathew Jacob**	**CSE**
2	Mr. Sunny Jacob	Admistrative Officer
3	Mr. James R. Alex	System Administrator
4	Mr. Mahesh Sankar	CE
5	Mr. Jose Thomas	CSE
6	Mr. Bijo Jose	EEE
7	Mr. Denny Joseph	ECE
8	Mr. Shaji A. Varghese	IT
9	Mr. Nixon George	ME
10	Mr. Jils Jolly	S&H
11	Mr. Regi Abraham	MBA
12	Mr. E. D. Ouseph (Jose)	Supervisor

22. FAB Lab

1	**Dr. Anishin Raj M.M.**	**CSE**
2	Ms. Finu John	CE Dept. Coordinator
3	Mr. Jobin Jose	CSE Dept. Coordinator
4	Mr. Sharone Varghese	EEE Dept. Coordinator
5	Ms. Femy John	ECE
6	Ms. Rose Maria Jose	ECE Dept. Coordinator
7	Ms. Jesline Joseph	IT Dept. Coordinator
8	Mr. Lovin Varghese	ME Dept. Coordinator

23. Fire & Safety

1	**Dr. Shunmugesh K**	**ME**
2	Mr. Sunny Jacob	AO
3	Mr. Shajan P J	ME
4	Fr. Sebastian Vallopilly	Gents Hostel Warden
5	Sr. Stancy CMC	Ladies Hostel Warden
6	Mr. Nibin B	ME
7	Mr. Appu John	CE
8	Ms. Ansu Ann Abraham	S&H
9	Mr. Sabu Valiamattam	EEE
10	Mr. Sijumon Francis	PRO
11	Mr. Jose Thomas	CSE
12	Mr. Thomas Mathew	ECE
13	Mr. Shaji A Varghese	IT
14	Mr. Regi Abraham	MBA

24. First Year Coordinators

1	**Ms. Ann Neetha Sabu**	**S&H, Coordinator**
2	Ms. Rose Mary Baby S&H ,	Ombudsman

25. Free and Open Source Software Cell	
1	**Ms. Cinita Mary Mathew**	**CSE**
2	Ms. Bency Cleetus	CSE

26. Hostel Committee	
1	**Dr. Geo Baby**	**HOD MBA**
2	Dr. Sajan T. John	ME
3	Mr. Jerry Varghese	ME
4	Mr.Arun Raphel	ME
5	Ms. Vinija Kurian	ECE

27. ICTK	
1	**Ms. Neenu Daniel**	**CSE**
2	Ms. Neethu Joseph	CSE

28. IEEE	
1	**Mr. Anish M. Jose**	**ECE**
2	Mr. Sivadas T. Nair	CSE (IEEECSI)
3	Mr. Babu T. Chacko	EEE (IEEEPE)

29. IETE	
1	**Mr. Naveen Jacob**	**ECE**
2	Ms. Niji Mathews	ECE

30. IIRS (ISRO)	
1	**Dr. Tony D.**	**ECE**

31. Industry Institute Interaction Cell (IQAC 5)	
1	**Mr. Vinoj K.**	**ME**
2	Ms. Tintu Shine A L	CE
3	Ms. Remya Paul	CSE
4	Mr. Aneesh Kurian	EEE
5	Mr. Jibby Peter D'cruz	ECE
6	Ms. Diana Baby	IT
7	Mr. Lovin Varghese	ME
8	Mr. Nelson Mathew	MBA
9	Mr. Mavin C.	Placement Officer

32. Innovation & Entrepreneurship Development Cell (IQAC 5)	
1	**Mr. Vinoj K.**	**ME**
2	Mr. Robin K. Augustine	S&H
3	Ms. Nivya Mary Abraham	CE
4	Ms. Rini Simon	CSE
5	Mr. Jomu M. George	EEE

6	Ms. Femy John	ECE
7	Dr. Sheela V K	IT
8	Mr. Basil Baby	ME
9	Mr. Nelson Mathew	MBA
10	Mr. Mavin C.	Placement Officer

33. ISTE

1	**Mr. Prince Kurian**	**IT**
2	Ms. Manju Thomas	ECE
3	Ms. Mili Els Jose	CSE
4	Ms. Sabitha Raju	CSE
5	Ms. Amrutha S	CE
6	Mr. Santhanu P. Mohan	IT

34. KTU

1	**Mr. R. Anilkumar**	**ECE**
2	Mr. Dileepkumar P.	EEE
3	Ms. Soumya Rani P Thomas	CE
4	Ms. Dona Jose	CSE
5	Ms. Ranjini Surendran	ECE
6	Mr. Santhanu P. Mohan	IT
7	Mr. Eldhose Kurian	ME
8	Ms. Ashly Jacob	S&H
9	Dr. Anu George	MBA

35. KTU Internal Audit Cell

1	**Mr. R. Anilkumar**	**ECE**
2	Ms. Jerin Jose	CE
3	Ms. Soumya Rani P Thomas	CE
4	Ms. Neenu Daniel	CSE
5	Ms. Dona Jose	CSE
6	Mr. Dileepkumar P.	EEE
7	Ms. Neena Skaria	EEE
8	Ms. Vanitha Rugmoni	ECE
9	Ms. Vinija Kurian	ECE
10	Ms. Juliet A. Murali	IT
11	Mr. Arun K.	ME
12	Mr. Nibin B.	ME
13	Ms. Anila Elizabeth John	S&H
14	Ms. Ambily Jose	MBA

36. Library Committee (IQAC 14)

1	Dr. B. Aruna	HOD EEE
2	Ms. Brighty Jose	Librarian
3	Ms. Jerin Jose	CE
4	Ms. Silpa Joseph	CSE
5	Mr. Dileepkumar P.	EEE
6	Ms. Mary Nirmala George	ECE
7	Ms. Manu Sebastian	S&H
8	Ms. Juliet A. Murali	IT
9	Mr. Arun Raphel	ME
10	Ms. Ambily Jose	MBA

37. NBA and NAAC Accreditation Committee

1	Dr. Anoop C. K.	CE,Convenor
2	Mr. Lins Paul Kuriakose	CE
3	Mr. Andrews Jose	CSE
4	Mr. Sharone Varghese	EEE
5	Mr. Anish M. Jose	ECE
6	Mr. Prince Kurian	IT
7	Mr. Tijo Jose	ME
8	Mr. Robin K. Augustine	S&H
9	Dr. Cyriac Joseph	MBA

37. NBA and NAAC Accreditation Committee

1	Dr. Anoop C. K.	CE,Convenor
2	Mr. Lins Paul Kuriakose	CE
3	Mr. Andrews Jose	CSE
4	Mr. Sharone Varghese	EEE
5	Mr. Anish M. Jose	ECE
6	Mr. Prince Kurian	IT
7	Mr. Tijo Jose	ME
8	Mr. Robin K. Augustine	S&H
9	Dr. Cyriac Joseph	MBA

38. NPTEL, Spoken Tutorial & Guest Lecture Monitoring (IQAC 11)

1	Ms. Smitha Jacob	EEE (NPTEL SPOC)
2	Mr. Prince Kurian	IT,Spoken Tutorial & Guest Lecture Monitoring (In Charge)
3	Ms. Devina Vipinan CE (NPTEL)	
4	Ms. Tintu Shine A. L. CE	
5	Ms. Silpa Joseph CSE (NPTEL)	

6	Ms. Mili Els Jose	CSE
7	Ms. Cuckoo Anitha Joseph	ECE (NPTEL)
8	Ms. Lekshmi M. S.	ECE
9	Ms.Anu C. Kunjachan	ECE
10	Ms. Salini Dev P. V.	IT (all)
11	Mr. Eldhose Kurian	ME (NPTEL)
12	Mr. Nidheesh K.	ME
13	Mr. Abin Paul	ME
14	Ms. Deenu Baby	S&H (all)
15	Mr. Sebin Joseph	MBA (all)

39. Project Monitoring Committee (IQAC 15)

1	**Dr. Anishin Raj M. M.**	**Dean R&D**
2	Ms. Tina Jose	CE
3	Ms. Nimmy George	CSE
4	Dr. Sony Kurian	EEE
5	Dr. Cyriac M. Odackal	ECE
6	Ms. Ann Preetha Jose	IT
7	Mr. Arun K. R.	ME
8	Dr. Sreenish Ramaswamy	MBA

40. Review Committee for Performance Evaluation

1	**Rev. Fr. Paul Nedumburath**	**Director**
2	Dr. K. K. Rajan	Principal
3	HOD of concerened	Department

41. Series Test (IQAC 2)

1	**Ms. Ann Neetha Sabu**	**HOD S&H**
2	Dr. Sajan T. John	ME
3	Ms. Finu John	CE
4	Ms. Soumya Mathew	CSE
5	Ms. Jis Jose	EEE
6	Ms. Vinija Kurian	ECE
7	Ms. Ann Preetha Jose	IT
8	Mr. Rakesh Jose	ME
9	Ms. Ashly Jacob	S&H
10	Ms. Ambily Jose	MBA

42. Semester Plan & Academic Year Plan

1	**Mr. Somy P. Mathew**	**Vice Principal**
2	Ms. Shine George	HOD CE
3	Mr. Amel Austine	HOD CSE
4	Dr. B. Aruna	HOD EEE
5	Ms. Smitha Cyriac	HOD ECE
6	Ms.Anju Susan George	HOD IT
7	Dr. Shunmugesh K	HOD ME

8	Ms. Viji George	HOD S&H
9	Dr. Geo Baby	HOD MBA

43. Social Media Campaign (MHRD)		
1	**Mr. Basil Baby**	**ME**
2	Ms. Sindhu Jose	CSE
3	Ms. Rosemary Xavier	CE
4	Ms. Jane Maria S.	EEE
5	Ms. Sani John	ECE
6	Ms. Tiny Molly V.	IT
7	Mr. Abin Paul	ME
8	Dr. Sreenish Ramaswamy	MBA
9	Mr. Sanoj Saju	PTC

44. Software Development		
1		**CSE**
2	Mr. Sanoj Saju	PTC
3	Mr. Sijo Jose	CSE
4	Mr. Manoj Francis	CSE

45. Solar Power Plant		
1	**Mr. Aneesh Kurian**	**EEE**
2	Mr. Sijumon Francis	PRO
3	Mr. Sabu Valiamattom	EEE

46. Sports & Games		
1	**Mr. George Joseph**	**Phy. Edn.**
2	Mr. Santhanu P. Mohan	IT
3	Ms. Nivya Mary Abraham	CE
4	Ms. Anu Jose	CSE
5	Ms. Seena Paul	EEE
6	Mr. Jibby Peter D'cruz	ECE
7	Mr. Abin Paul	ME
8	Mr. Biju George	S&H

47. Staff Editor - Magazine		
1	**Ms. Amrutha S.**	**CE**
2	Mr. Akash Paul Savio	ME

48. Staff Welfare Committee		
1	**Ms. Jesline Joseph**	**IT**
2	Ms. Bijimol Joseph	CE
3	Ms. Alphonsa Kuriakose	CSE

4	Ms. Seethamma George	EEE
5	Mr. Manu Jose	ECE
6	Ms. Ansu Ann Abraham	S&H
7	Mr. Abraham Antony	ME
8	Mr. Nelson Mathew	MBA

49. Students Assessment Record Monitoring Committee (IQAC 1)

1	**Ms. Shine George**	**HOD CE**
2	Dr. Sheela V. K.	IT
3	Ms. Rosemary Xavier	CE
4	Ms. Arsha J. K.	CSE
5	Dr. Sony Kurian	EEE
6	Ms. Mary Nirmala George	ECE
7	Mr. Eldhose Kurian	ME
8	Ms. Ansu Ann Abraham	S&H
9	Dr. Sreenish Ramaswamy	MBA

50. Student Disciplinary Committee (IQAC 10)

1	**Dr. Shunmugesh K**	**ME**
2	Mr. Babu T. Chacko	EEE
3	Mr.Appu John	CE
4	Ms. Tintu Shine A. L.	CE
5	Mr. Joe Mathew Jacob	CSE
6	Ms. Dona Jose	CSE
7	Ms. Cini K.	EEE
8	Mr. Naveen Jacob	ECE
9	Ms. Lekshmi M.S.	ECE
10	Ms. Ann Preetha Jose	IT
11	Mr. Arun K R	ME
12	Mr. Lovin Varghese	ME
13	Ms. Dany Sebastian	S&H
14	Mr. Sebin Joseph	MBA
15	Ms. Ambily Jose	MBA

51. Students Feedback Committee (IQAC 12)

1	**Ms. Smitha Cyriac**	**HOD ECE**
2	Ms. Rose Maria Jose	ECE
3	Mr. Sivadas T. Nair	CSE
4	Ms. Minu C. Joy	CE
5	Ms. Cinita Mary Mathew	CSE
6	Ms. Jane Maria S.	EEE
7	Ms. Manju Thomas T.	ECE

8	Ms. Tini Molly V.	IT
9	Mr. Martin Jose	ME
10	Dr. Anu George	MBA
11	Ms. Jinta Jose	S&H
12	Mr. Lijo Mathew	Software Section (CSE)
13	Mr. George Sebastian	Software Section (CSE)

52. Students' Grievance Redressal / Appeal Committee

1	**Mr. Somy P. Mathew**	**Vice-Principal**
2	Ms. Shine George	HOD CE
3	Mr. Amel Austine	HOD CSE
4	Dr. B. Aruna	HOD EEE
5	Ms. Smitha Cyriac	HOD ECE
6	Ms. Anju Susan George	HOD IT
7	Dr. Shunmugesh K	HOD ME
8	Ms. Viji George	HOD S&H
9	Dr. Geo Baby	HOD MBA

53. Students' Senate / Student Council Advisors

1	**Mr. Joe Mathew Jacob**	**CSE**
2	Ms. Jesline Joseph	IT

54. Students Welfare/ Counselling Centre (IQAC 13)

1	**Dr. Geo Baby**	**MBA**
2	Rev. Fr. Mathew Mulangacherryil	Counsellor
3	Sr. Recy Varghese	Counsellor (Girls)
4	Ms. Bijimol Joseph	CE
5	Ms. Bency Cleetus	CSE
6	Ms. Cini K.	EEE
7	Ms. Niji Mathews	ECE
8	Ms. Jesline Joseph	IT
9	Mr. Martin Jose	ME
10	Ms. Ambily Jose	MBA

55. Technical Fest

1	**Mr. Vinoj K.**	**HOD ME**
2	Ms. Rose Mary Xavier	CE
3	Ms. Mayadevi P. A.	CSE
4	Ms. Neena Alex	EEE
5	Ms. Rose Mary Kuruvithadam	ECE
6	Ms. Diana Baby	IT
7	Mr. Jerry Varghese	ME
8	Mr. Sebin Joseph	MBA

**56. Time Table**		
1	**Ms. Ranjini Surendran**	**ECE**
2	Mr. Ajo Issac John	ME
3	Ms. Amrutha S.	CE
4	Ms. Mayadevi P. A.	CSE
5	Ms. Jis Jose	EEE
6	Ms. Manju Thomas T.	ECE
7	Mr. Santhanu P. Mohan	IT
8	Mr. Arun K	ME
9	Ms. Ansu Ann Abraham	S&H
10	Ms. Deenu Baby	S&H
11	Mr. Sebin Joseph	MBA

**57. UNAI (ASPIRE)**		
1	**Ms. Shine George**	**CE**
2	Ms. Smitha Cyriac	ECE
3	Mr. Babu T. Chacko	EEE

**58. University Examination (IQAC 6)**		
1	**Ms. Viji George**	**S & H**
2	Mr. Jomu M. George	EEE
3	Ms. Merlin Thomas	ECE
4	Ms. Nimmy George	CSE
5	Mr. Babu T. Chacko	EEE
6	Ms. Jesline Joseph	IT

**59.Virtual Lab**		
1	**Mr. Naveen Jacob**	**ECE**
2	Mr. Appu John	CE
3	Ms. Mayadevi P. A.	CSE
4	Mr. Babu T. Chacko	EEE
5	Ms. Cuckoo Anitha Joseph	ECE
6	Ms. Salini Dev P. V.	IT
7	Mr. Eldhose Kurian	ME

**60. Viswajyothi Business Incubation Center (V-BIC)**		
1	**Dr. K. K. Rajan**	**Principal**
2	Mr. Joe Mathew Jacob	CSE, Executive Officer
3	Mr. Jomu M. George	EEE, Executive Officer
4	Mr. Sanoj Saju	PTC, CTO

61. Women's Grievance Redressal Forum (Women's Cell)

1	**Ms. Merlin Thomas**	**ECE**
2	Ms. Tina Jose	CE
3	Ms. Sabitha Raju	CSE
4	Ms. Cini K.	EEE
5	Ms. Cukoo Anitha Joseph	ECE
6	Ms. Salini Dev P. V.	IT
7	Ms. Jinta Jose	S&H
8	Dr. Anu George	MBA

Anti-Ragging Squad 2020-21

Sl No	Name	Designation		Mobile No.
1	Mr. Babu T. Chacko	Asst. Professor, EEE	Co-ordinator	9656154572
2	Dr. Sajan T John	Asso. Professor, ME	Gents Hostel	9847334344
3	Mr. Arun Raphel	Asst.Professor, ME	Gents Hostel	9496348721
4	Ms. Vinija Kurian	Asst. Professor, ECE	Ladies Hostel	9946278539
6	Mr.Appu John	Asst.Professor, CE	Member	9847101711
7	Mrs. Tintushine A.L	Asst.Professor, CE	Member	9447762078
8	Mr. Joe Mathew Jacob	Asst.Professor, CSE	Member	9497818504
9	Mrs. Dona Jose	Asst.Professor, CSE	Member	9567846525
10	Mrs. Cini K.	Asso.Professor, EEE	Member	9447251284
11	Mr.Naveen Jacob	Asst. Professor, ECE	Member	9496803292
12	Mrs. Rose Mary Kuruvithadam	Asst. Professor, ECE	Member	9497187376
13	Mrs. Ann Preetha Jose	Asst. Professor,IT	Member	9946641293
14	Mr. Arun K R	Asst.Professor, ME	Member	9747953565
15	Mr. Lovin Varghese	Asst.Professor, ME	Member	9496461040
16	Mrs.Dany Sebastian	Asst.Professor, S&H	Member	9995368765
17	Dr. Geo Baby	HOD, MBA	Member	9847922281
18	Ms. Ambily Jose	Asst. Professor,MBA	Member	9567252362

Anti-Ragging Committee 2020-21

Sl No	Name	Designation	Mobile No.
1	Dr. K. K. Rajan	Principal	9072964417
2	Mr. Somy P. Mathew	Vice Principal	9048104565
3	Ms. Shine George	HOD - CE	9495971178
4	Mr. Amel Austine	HOD - CSE	9847671025
5	Dr. B. Aruna	HOD - EEE	9072964416
6	Ms. Smitha Cyriac	HOD - ECE	9447523022
7	Ms. Anju Susan George	HOD - IT	9846132699
8	Dr. Shanmughesh K.	HOD - ME	9947929956
9	Ms. Viji George	HOD - S&H	9447575294
10	Dr. Geo Baby	HOD - MBA	9847922281
11	Rev. Fr. Sebastian Valloppillil	Warden - Gents Hostel	9645728266
12	Rev. Sr. Stany	Warden - Ladies Hostel	9446790217
13	Mr. Shaji K.J.	SI of Police, Vazhakulam	9497980499
14	Mr. Jordy Varghese	President, Avoly Grama Panchayath	9946006703
15	Mr. Shajan P. J.	Representative, Non Teaching Staff	9447181124
16	Mr. Noble John	PTA President	9745170151
17	Mr. Sijumon Francis	PRO	9496500336
18	Mr.Sean Santosh Joseph	Chairman - Students Council	9072834494
19	Ms. Mariya George	Vice Chairperson - Students Council	9544610611
20	Mr. H. Anand	General Secretary - Students Council	8921675093
21	Mr. Bharath N	First Year Boy Representative	9902159512
22	Ms. Josna Joseph	First Year Girl Representative	9747582961
23	Mr. Aneesh Kurian	NSS Co-ordinator	9946936642
24	Mr. Johnson P. Augustine	"Media Representative Area Manager - Deepika"	9349599057

Faculty Advisors (Group Tutors) 2020-21

Sl No.	Class	Name of Faculty	Class Room	Inter Com	Mobile No.
ARTIFICIAL INTELLIGENCE					
1	S1&2 AI	Ms.Silpa Joseph	C 207	301	9495543913
CIVIL ENGINEERING					
1	S1&2 CE	Ms.Finu John	D 103	704	9400262350
2	S3&4 CE A	Ms. Minu C Joy	D 208	701	9447376717
3	S1&2 CE B	Mr. Lins Paul Kuriakose	D 209	704	9847101711
4	S5&6 CE A	Mr. Appu John	D 308	704	9747977173
5	S5&6 CE B	Ms. Devina Vipinan	D 310	704	9446926657
6	S7&8 CE A	Ms. Tina Jose	D 408	701	9495675447
7	S7&8 CE B	Ms. Jerin Jose	D 413	704	9562390073
COMPUTER SCIENCE & ENGINEERING					
1	S1&2 CS A	Ms. Dona Jose	C 323	302	9567846525
2	S1&2 CS B	Ms. Bency Cleetus	C 324	301	9961519929
3	S3&4 CS A	Ms. Rini Simon	C 207	302	9947564800
4	S3&4 CS B	Ms. Arsha J. K.	D 305	302	9567966176
5	S5&6 CS A	Ms. Alphonsa Kuriakose	D 401 A	301	9947594660
6	S5&6 CS B	Ms. Nimmy George	D 401 B	301	9744302845
7	S7&8 CS A	Ms. Remya Paul	C 313	303	9645956950
8	S7&8 CS B	Ms. Anu Jose	C 314	302	9497679807
ELECTRICAL & ELECTRONICS ENGINEERING					
1	S1&2 EE A	Mr.Dileepkumar p	B 102	605	9495571728
2	S3&4 EE	Ms. Mereya Baby	C105	605	9495426829
3	S5&6 EE A	Ms. Smitha Jacob	B 114	607	9446943261
4	S7&8 EE A	Ms. Seethamma George	C 102	602	9447612874
5	S7&8 EE B	Dr. Sony Kurian	C104	604	9447925215

ELECTRONICS & COMMUNICATION ENGINEERING

1	S1&2 EC	Ms.Rose Mary Kuruvithadam	B 203	205	9745188808
2	S3&4 EC A	Ms. Sani John	B 307	205	9496825096
3	S3&4 EC B	Ms. Merlin Thomas	B 305	205	9446485935
4	S5&6 EC A	Ms. Anitta Thomas	C 212	202	9447506638
5	S5&6 EC B	Ms. Lekshmi M. S.	C 213	203	9497680830
6	S7&8 EC A	Mr. Cyriac M. Odackal	C 214	206	9633360844
7	S7&8 EC B	Mr. Tony D.	C 215	206	9495849063

INFORMATION TECHNOLOGY

1	S1&2 IT	Ms. Diana Baby	A 104	401	9497794433
1	S3&4 IT	Ms. Juliet A. Murali	A 105	401	9747414217
2	S5&6 IT	Mr. Prince Kurian	B 113 R&D	402	9846952048
3	S7&8 IT	Dr. Sheela V. K.	B 112 R&D	401	9447048524

MECHANICAL ENGINEERING

1	S1&2 ME	Mr. Eldhose Kurian	C 309	502	9495526901
2	S3&4 ME A	Mr. Frenosh K Francis	C 306	502	9447837325
3	S3&4 ME B	Mr. Eldhose Paul	C 307		9744167116 7907540750
4	S5&6 ME A	Mr. Basil Baby	C 304	502	9497277132 7907421101
5	S5&6 ME B	Mr. Nibin B	C 305	501	8593838408
6	S7&8 ME A	Mr. Martin Jose	C 420	504	9037517547
7	S7&8 ME B	Dr. Sajan T John	C 421	502	9847334344 8848036490

MBA

1	T4	Ms. Ambily Jose	D 218	801	9567252362
2	S1	Mr. Nelson Mathew	D 314	801	8136851932

Rules & Regulations

AICTE - NOTIFICATION ON ANTI RAGGING

Sub: Prevention and prohibition of Ragging in technical Institutions, Universities including Deemed to be Universities imparting technical education.

F.No.37-3/Legal/AICTE/2009

What constitutes Ragging: - Ragging constitutes one or more of any of the following acts:

a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;

b. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psycho logical harm or to raise fear or apprehension thereof in any fresher or any other student;

c. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;

d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;

e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.

f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students;

g. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person;

h. Any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student;

I. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.

Actions to be taken against students for indulging and abetting ragging in technical institutions Universities including Deemed to be University imparting technical education:-

1. The punishment to be meted out to the persons indulged in ragging has to be exemplary and justifiably harsh to act as a deterrent against recurrence of such incidents.

2. For every single incident of ragging a First Information Report (FIR) must be filed without exception by the institutional authorities with the local police authorities.

3. The Anti-Ragging Committee of the institution shall take an appropriate decision, with regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging.

4. a) Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:-

    (i)   Cancellation of admission

    (ii)   Suspension from attending classes

    (iii) Withholding/withdrawing scholarship/fellowship and other benefits

    (iv)   Debarring from appearing in any test/examination or other evaluation process

    (v)   Withholding results

    (vi)   Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.

    (vii) Suspension/expulsion from the hostel

    (viii) Rustication from the institution for a period ranging from 1 to 4 semesters

    (ix)   Expulsion from the institution and consequent debarring from admission to any other institution.

    (x)   Collective punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential raggers.

DISCIPLINE

1) All the students should maintain 100% attendance as far as possible.

2) Leave or absence due to.

(I) Sickness (ii) Attending family functions. (iii) Unavoidable requirements should not exceed 25% of the attendance.

3) For sanction of medical leave, application should be submitted to the Principal along with medical certificate recommended by the Group Tutor within 5 working days. Only such medical leave will be considered for condonation of shortage of attendance.

4) Prior sanction should be obtained from the Principal by those students who are eligible for duty leave. After the duty such students should apply for duty leave within 5 working days to the Principal.

5) Any student indulging in ragging (any kind of physical or mental harassment) will be expelled from the college and could be sent to prison for 2 years. (as per the Kerala Prohibition of ragging ordinance 1997).

6) Misbehaviour towards opposite sex, use of threat or violence against the members of staff or fellow students will be considered as a very serious case of misconduct.

7) Smoking, use of drugs and liquor are strictly prohibited.

8) Students are required to maintain not only good academic progress but also high discipline in the campus.

9) Political activity is banned in the college campus. The members of the college community are not allowed to act on behalf of political parties or communal organizations.

10) Students shall not stick or distribute any posters, notices etc. which will adversely affect the discipline and smooth functioning of the college.

11) Students are not allowed to bring Mobilephones to the College.

12) Students who have committed acts of indiscipline and obtained punishment will not be considered for the Placement. They are also not eligible for "Good" conduct certificate.

13) Students should not loiter inside the campus after the commencement of class.

All students should wear uniform on all regular working days except Wednesdays and Saturdays. Students are not allowed to alter the uniform without prior permission from Principal. Student should wear identity card, belt and decent footwear. Use of slippers and flip flops as footwear is not allowed.

All the boy students are strictly advised to come to the campus in tucked-in style for shirt, while wearing pants and shirts. Low waist pants / Jeans, T-Shirts should be avoided in the campus.

On Wednesdays and Saturdays, all girl students are strictly advised to wear only churidar with dupatta on both sides. Sleeveless /short sleeve dresses are not allowed. Leggings and Jeggings should be strictly avoided in the campus. Saree can be worn with prior permission on special occasions.

Uniform is compulsory for all internal examination and university examination days.

14) Separate uniforms are prescribed for lab classes and workshop classes.

15) Damaging furniture, defacing the walls and premises, repeated absence from the class with out leave, mis behaviour in class, general neglect of studies and of other duties will be considered as serious offences and will be dealt with appropriately.

16) In no case shall furniture or equipment belonging to the college be removed from its respective places without prior permission from the authorities.

17) Students should keep the class rooms neat and tidy. Do not throw bits of papers, chocolate wrappers etc. inside class rooms or verandahs. Deposit such used articles inside the waste bins placed on the verandhas.

18) Eatables are strictly prohibited inside the classroom.

19) Use the Special zone marked for parking motor bikes and cars inside the campus.

20) It is mandatory for the students and the staff using 2 wheelers to wear helmets.

LIBRARY

1) Strict and absolute silence shall be observed in the library.

2) Books and other personal belongings should not be taken inside the library.

3) Membership cards are not transferable.

4) Not more than 2 books may be borrowed at a time.

5) Requirement of new books may be intimated to the librarian through the concerned HOD.

6) In case of library cards being lost, the matter should be immediately reported to the Librarian in writing. New library cards will be issued after paying the fine.

7) Library users are strictly prohibited from taking the borrowed and stamped books again inside the library.

8) Books and periodicals should be handled with care. The members will be responsible for any damages and disfigurations caused to the books borrowed by them.

9) All the books should be returned on the date marked on the label affixed on the back page of the book. Absence from college will not be an excuse for not returning the book on time.

10) If a member damages or disfigures a book or periodical, he/ she will have to replace it or pay the cost of the article. In case one book in a set is damaged, the whole set will have to be replaced.

11) Reference books, News papers, Magazines, and Journals should not be taken out.

12) The library timings and details of fine structure are displayed on the library notice board.

13) No student should lend either the borrower's card or the books they have borrowed from the library to fellow students or outsiders.

14) The following conditions are to be followed for the renewal of books.

a) The book has to be produced in the library for renewal

b) More than one renewal will not be allowed

FACULTY ADVISORS (CLASS TUTORS /GROUP TUTORS)

Every Class is entrusted to the care of one faculty called class tutor. The class tutors monitor the progress of the students at a closer level. He/she will maintain a record of the academic progress of the students and shall have a closer interaction with the students and provide guidance and counselling. The class tutors can call for a meeting of the students during assigned hours or at the convenience of both faculty and students. He/she can have a meeting of the parents if needed. Normally the guidance and counselling provided by a tutor may include:

* Giving information concerning career opportunities and availability of educational/instructional resources.

* Helping students to cope with any difficulties in learning

* Solving personal problems if any

* Providing help to improve interpersonal relationship and serving as a bridge between parents and the institution.

A record pertaining to the details of each student, guidance and counselling provided by the class tutors from time to time are to be maintained by them.

Kerala Technological University (KTU) B.Tech program Salient Features/ Guidelines(2015-2018 Admission)

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

a.   Eligibility for admission to the B.Tech., programme, admission policy and procedure shall be decided from time to time by following the guidelines issued by the Government of Kerala and the Government of India and other statutory body such as AICTE.

b.   Subject to Clause 1(a), Admission to B.Tech., shall be based on the guidelines given by the State and Central Governments on reservation. Candidates for admission to B.Tech., programme shall have passed the Higher Secondary Examination, Kerala or 12th Standard V.H.S.E., C.B.S.E., I.S.C or any other examination considered equivalent to the above mentioned ones. Other eligibility criteria for admission is currently prescribed by the Government of Kerala through Government orders which is based on the entrance examination conducted by the Commission for Entrance Examinations, Government of Kerala and the marks in the qualifying examination subject to the relaxations allowed for backward classes and other communities as specified from time to time.

c.   The Branches of study and number of students admitted are to be based on the approval by the All India Council for Technical Education and the Kerala Technological University.

d.   Notwithstanding all that is stated above, the admission policy may be modified from time to time by the University, particularly to confirm to directions from the Government of Kerala and the Government of India.

e.   The B.Tech., / B.Tech. (Honours) programme is a credit based programme. The duration of the B. Tech / B. Tech (Honours) programme will normally be four academic years spanning 8 semesters. The maximum duration shall be six academic years spanning 12 semesters.

f.   For lateral entry to B.Tech/B.Tech (Hons.) programme only diploma holders shall be admitted subject to other eligible conditions prescribed by the Govt. of Kerala from time to time.

2.   Examination

a.   At the end of the semester, end semester examination will be conducted in all lecture based courses offered in the semester and will normally be of three hours duration, unless otherwise specified. Supplementary examinations shall be conducted during summer vacation after the even semester examination and before the commencement of the next odd semester, for students who are eligible and have registered for the same.

b. Students, who have completed a course but could not write the end semester examination for valid reasons like illness or personal exigencies, are allowed to write the supplementary examination or the end semester examination at the next opportunity and earn the credits without having to register for the course again provided they meet other eligibility criteria.

c. The main eligibility criteria for the end semester examination are attendance in the course, internal marks and no pending disciplinary action. The minimum attendance for appearing for the end semester examination is 75% in each course. Further, the internal evaluation marks in the course should be 45% or above. Students who do not meet these eligibility criteria are awarded an FE grade and have to register for the course again.

d. Students who could not write the end semester examination due to health reasons or other exigencies can register for the supplementary examination, with the approval of the principal provided they have 45% or above marks in the internal evaluations for the course. Candidates who received F grade can also write the supplementary examination. Grades awarded in the supplementary examination will be taken as the end semester grades in these courses.

3. Eligibility for Award of Degree

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

Award of B. Tech. Degree

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

i) Earned credits for all the core courses and the Project.

ii) Earned the required minimum credits as specified in the curriculum for the branch of study.

iii) No pending disciplinary action.

4.   Fee charged by the University

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

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

Every college shall have a Student's Welfare Committee and a Disciplinary Action Committee, constituted by the Principal of the college. Each college should have a Grievance Redressal and Appeals

Committee constituted by the Principal to address the grievances of the students and to consider their appeals on any decisions made by the college. Details on the constitution and terms of reference are outlined in 7-x, 7-y, and 7-z.

6. **Breach of guidelines and unfair practices in Examinations These are viewed seriously and appropriate actions are to be taken by the colleges as dtailed in 7-x.**

a. Language of Instruction and Examination.

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

b. Academic Calendar.

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

c. Branches of B. Tech. Programmes.

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

d. B. Tech. Programme Structure

i) B. Tech. / B. Tech. (Honours) programme in all branches of study is structured on a credit based system following the semester pattern with continuous evaluation allowing flexibility for students to decide on the duration of programme completion.

ii) The duration for the B. Tech. /B. Tech. (Honours) programme in all branches of study, will normally be 8 semesters.

iii) The maximum duration shall be six academic years spanning 12 semesters.

iv) Each semester shall have 72 instructional days, followed by end semester examinations.

v)   A student can opt for B.Tech. (Honours) at the end of the fourth semester.

vi) The curriculum of any branch of the B. Tech. programme is designed to have a minimum of 180 academic credits and 2 additional pass/fail credits, for the award of the degree.

vii) The University follows Credit System and Credits are apportioned among the following knowledge segments.

B.Tech. Programme.

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

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

One credit for each lecture hour per week for one semester

One credit for each tutorial hour per week for one semester

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

viii) In a semester normally up to six lecture based courses and three laboratory/practical courses, carrying a maximum credit of 26, could be offered.

ix) University may allow students to transfer credits they have earned at other Universities and Academic Institutions, as per the guidelines given by the Academic Committee and approved by the Board of Governors.

x)   Student Activities Points:

To be an engineer capable of competing globally, in addition to technical knowledge and skills, students should develop excellent soft

skills, nurture team work and leadership qualities and have an entrepreneurial and trail blazing outlook. To achieve this, in addition to academics, students are to actively engage in co-curricular and extra-curricular activities. For such activities, points are allotted. On getting a minimum of 100 activity points the student passes the course and earns 2 credits which do not count for the CGPA but mandatory for the award of the degree. Listing of these activities and the maximum points that could be earned by engaging in them are given at the end of this document. Additional activities could be included in the list with the approval of the Academic Committee.

e.   Curriculum, List of Courses and Syllabi

i)   Every branch of study in the B.Tech., programme will have a curriculum, list of courses, syllabi and course plans approved by the Academic Committee of the University.

ii) Courses are categorized as Core Theory (CT), Core Practice (CP) and Electives (EL).

iii) Each course has a course number. Course number includes the offering department or knowledge segment code and a three digit number. Knowledge segment code is used when a course is offered by any one or more departments with the same course content and syllabus. Details on this are given under Rule, RU-1.

f.   Faculty Advisor/Counsellor

All students shall have faculty advisors whose role will be:-To guide and help students on academics To monitor their progress in academics and advise them To counsel them and hand-hold them in any difficulty

g.   Course Registration and Enrolment

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

already registered by another on valid reasons with the approval of the faculty advisor. However this has to be done within seven working days from the commencement of the semester. The maximum number of credits a student can register for in a semester is limited to 28 instead of the 26.

h.   Course Completion and Earning of Credits

Students registered and later enrolled for a course have to attend the course regularly and meet the attendance rules of the university [RU-2] and appear for all the internal evaluation procedures for the completion of the course. Credits for the course are earned only on getting a pass grade in the composite evaluation. For students admitted under lateral entry scheme, credits for the first and second semester courses are deemed to have been earned from the Diploma programme. Their eligibility criteria for registering for higher semester courses will be same as that for the B.Tech programme.

i)   Core courses, Prerequisites and Electives

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

J)   Summer Courses

Students who could not earn the required minimum credits at the end of the second or fourth semester have two options to continue with the studies. They may register again for the courses, when they are offered in the next academic year. However, there is also a provision to run summer courses in failed courses for these students who may register and attend the course and write the final examination. This provision is only for students who have got 45% or more in the internal evaluation for the courses they attended in the regular semester. Students should have 75% attendance in the summer course to write the examination. For the final grading their internal evaluation marks obtained in the regular semester in which they had undergone the course shall be applicable. Summer courses are to be conducted for a minimum of 20 contact hours for each course. Summer courses are to be offered only at the end of the second and fourth semesters for the courses covered till that semester. They will be conducted either by all colleges or only by some, depending on the number of students registering for them. Details of summer courses

planned will be announced by the colleges after the declaration of the even semester results. Final examination for summer courses will be conducted by the University. Based on the availability of faculty and the number of students opting for courses, it will be the prerogative of the colleges to decide on the summer courses to be offered.

Options for the fifth and higher semesters

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

The summer courses shall be considered as independent course and students have to register for this course. This provision of summer courses may be extended to students who have got FE grade due to (I) shortage of attendance (ie. having attendance less than 75%) and (ii) shortage of internal evaluation marks (ie. having IA marks less than 45%) with the following conditions.

i.   The students shall have minimum 50% attendance in the specified course of the regular semester. They have to register for the summer course and obtain 75% attendance.

ii.   The students shall have a minimum 35% IA marks in the regular semester. During the summer course the student will get a chance to improve the IA marks by writing one IA make up test during the summer course. This will replace the lower of the two marks got in the regular semester. However the IA marks shall be limited to 50%.

k)   Contact Courses

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

I)   Academic Assessment/Evaluation

Academic Evaluation of Courses

University follows a continuous academic evaluation procedure.

Academic evaluation procedure and corresponding weights are as follows:-

a).   For theory courses: -Normally 1/3rd weightage for internal evaluation and 2/3rd for end semester examination.

For convenience, the maximum marks for internal evaluation and end semester examination for theory courses are fixed as 50 and 100 respectively unless otherwise specified through internal circulars for any particular examination.

Scheme of evaluation is as follows.

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

ii)   Tutorials/Assignments/Mini Projects carrying 10 marks. (Internally by the College)

iii) End Semester examination carrying 100 marks. (Conducted by the University)

All the above evaluations are mandatory requirements to earn credits.

Students who have missed either the first or the second test can register with the consent of the faculty and the Head of the Department (HOD) concerned for a re-test which shall be conducted soon after the completion of the second test, but before the end semester examination. The re-test will cover both first and second test course plans. Those who have missed both the tests are not eligible to appear for the end semester examination. However if one misses both tests due to medical reasons or other personal exigencies, based on genuine evidence, a single test of 2 hour duration for 40 marks will be conducted covering the whole syllabus, before the end semester examinations. Decision on this will be taken by the Principal and verified by the external academic auditor.

b)   For Laboratory /Practical /Workshop courses

I)   Practical records /Outputs 60 marks (Internally by the College)

ii)   Regular class Viva 10 marks (Internally by the College)

iii) Final written test/quiz   30 marks (Internally by the College)

30 marks for final written test /quiz in the evaluation of laboratory /practical courses in 3 to 8 semesters shall be awarded by conducting one end semester internal practical examination.

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

c) Comprehensive Examination

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

d) Seminar

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

e) Design Project

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

f) Final Semester Project

Students, either individually or in a small batch not exceeding four, have to do a

project approved by their faculty supervisor.

Evaluation scheme is given below:-

i) Two progress assessments   20%   by the faculty supervisor/s

ii) Final Project Report   30%   by the Assessment Board

iii) Project presentation and Viva   50% by the Assessment Board

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

The project assessment board shall consist of the following members.

Chairman   : Head of the Department

Members   : Project supervisor/s of the student

One faculty member from the Department

One faculty member from a sister Department

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

m)   Eligibility to Continue

A student has to earn a minimum number of credits in a semester to be eligible to register for the new courses offered in the next semester. In 1,2&3 semesters if this requirement is not met, the student is to be forewarned and allowed to continue to the next semester. However to register in the 4th,,6th&8th semesters this requirement will be strictly implemented. Summer courses are offered to those who do not satisfy this norm after the 2nd, as well as 4th, semesters. Students who do not meet this requirement are not permitted to register for new courses in the higher semesters . They have to register for the failed courses in normal semesters in which they are offered subject to the limitations imposed by the ordinances and course timetable.

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

Eligibility Criteria for Registering for Higher Semester Courses

Semester(1)	Allotted credits(2)	Cumulative credits(3)	Minimum cumulative credits required to register for courses in Coloumn (1) (4)
First	24	24	Not applicable
Second	23	47	Not insisted
Third	24	71	Not insisted
Fourth	23	94	26 credits from S1&S2
Fifth	23	117	Not insisted
Sixth `	23	140	71 credits from S1 to S4
Seventh	22	162	Not insisted
Eight	18	180	117 credits from of S1 to S6

n) Course Committees and Class Committees

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

a)   Course Committee

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

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

Members:-

i)   All teachers offering the course.

ii)   Four student representatives nominated by the Principal.

b)   Class Committee

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

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

Members:-

i)   All faculty members teaching courses in that semester.

ii)   Two student representatives nominated by the head of the Department.

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

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

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

A student should have a minimum of 45% marks in the end semester examination to be eligible for grading in a course. Otherwise he/she will

be considered to have failed in the course and an F grade will be awarded. Internal marks given to the students who got 45% marks or more in the end semester examination shall be regulated in line with the end semester examination performance. Internal mark percentage shall not exceed 25% over the end semester mark %.

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

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

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

p) Award of Grades

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

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

q) Grades and Grade Points

Grades and Grade Points followed by the University is as follows.

Grades		Grade Point (GP)	% of Total Marks obtained in the course
O	(Outstanding)	10	90% and above
A+	(Excellent)	9	85% and above but less than 90%
A	(Very Good)	8.5	80% and above but less than 85%
B+	(Good)	8	70% and above but less than 80%
B	(Above Average)	7	60% and above but less than 70%
C	(Average)	6	50% and above but less than 60%
P	(Pass)	5	45% and above but less than 50%
F	(Fail)	0	Less than 45%
FE		0	Failed due to eligibility criteria
I			Course Incomplete

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

r)   Academic Auditing

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

Academic auditing shall cover:-

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

ii)   Co-curricular and Extra-curricular activities available for students, their organization and the mechanism of monitoring of activities points earned by the students.

iii) Academic functioning of the college encompassing students, faculty and college administration covering punctuality, attendance, discipline, academic environment, academic accountability, academic achievements and benchmarking.

s)   Break of Study

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

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

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

t)   Revaluation and Grade Improvement

There is no provision for improving the grade. The students can apply for revaluation of the answer books of the end semester examination after

the results are declared. The final mark awarded will be the best of the two marks. If the difference in marks obtained in revaluation and the original valuation is more than 15% of the maximum marks, it will be sent for third valuation. The final mark will then be the average of the closest of the two marks obtained in the three valuations to the advantage of the student or the mark obtained in the original valuation whichever is higher. The Controller of Examination shall examine such cases and conduct proper enquiry to see whether any of the examiners has inadvertently responsible for negligent valuation of answer script and recommend for suitable action.

There is no provision for improving the grades. The student can applyfor revaluation of the end semester examination after the results are published. The answer scripts already valued by two examiners will not be revalued again.

u)   Grade Cards

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

v)   B. Tech Degree

B.Tech. degree will not have any classifications like distinction or first class. The grade card and degree certificate of students admitted under lateral entry scheme will indicate so.

w)   B. Tech. (Honours)

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

x)   Academic Discipline and Malpractices in Examinations

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

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

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

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

In case of malpractices in end semester examinations, the report given by the college DAC and the action taken by the Principal shall be intimated to the Controller of Examination of the University. The Controller of Examinations shall refer the case to the Examination Monitoring Committee. The Controller of Examination will consider the same as a Review.

y)   Student's Welfare Committee

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

z) Grievances and Appeals Committee

Each college should have a Grievances Redress Committee constituted by the Principal to address the grievances of the students and to consider their appeals on any decisions made by the college. This committee consisting of at least three faculty members and chaired by a senior professor shall look into student's grievances and appeals and give its recommendations to the Principal for action.

8) Amendment to Ordinance/ Regulations/Rules

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

RULES:

RU-1 Course Code and Course Number

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

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

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

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

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

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

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

BE 102 is a course in Basic Engineering offered by one or many departments.

These course numbers are to be given in the curriculum and syllabi.

RU-2 Attendance

Attendance is marked for each course. While 75% attendance is mandatory for writing the end semester examination in that course,

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

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

RU-3 Break of Study

A student is permitted to have a break of study.

i)   In case of accident or serious illness needing prolonged hospitalization and rest.

ii)   In case the student has a bright idea and would like to initiate a startup venture or develop a new product.

iii) In case of any personal reasons that need a break in study. For break of study due to illness, student should submit all necessary medical reports together with the recommendation of the doctor treating him giving definite reasons for break of study and its duration. Before joining back the student should submit the fitness certificate from the doctor who treated him.

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

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

RU-4 Leave of Absence

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

RU-5 Comprehensive Examination

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

RU-6 Seminar

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

Marks for the report   : 30%

Presentation   : 40%

Ability to answer questions on the topic   : 30%

RU-7 Ragging

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

an undertaking in this regard and the same is to be submitted at the time of registration.

RU : 8 B.Tech (Honours)

The Institutions with at least two NBA accredited B.Tech/M.Tech programmes can offer B.Tech (Honours) degree for the students.To earn 12 additional credits, the student has to take at least four courses of which two should be from the M.Tech specialisation. MOOC courses (Massive open online courses) of relevance offered by Institutions of repute are to be identified by the student in consultation with the faculty advisor and get it approved from the University regarding the credits to be allotted. Additionally, there is an option for the student to join the summer projects offered by IISc & IITs. If a student after registering for the B.Tech(Honours) programme fails in any course, there after, will not be eligible for B.Tech (Honours) .

Addendum:-

1. Calculation of SGPA/CGPA

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

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

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

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

2. Student Activity Points

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

i) National Level Activities

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

ii)   College Level Activities

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

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

iii)   Entrepreneurship

EA1	Any Creative Project execution	40
Ea2	Awards for Projects	60
Ea3	Initiation of Start-ups	60
EA4	Attracted Venture Capital	80
EA5	Filed a Patent	80
EA6	Completed Prototype Development	80

iv) Self Initiatives

SA1	Attend a National Conference	20

SA2	Attend an Int. National Conference	30
SA3	Published/ got an Award for a Technical paper.	30/40
SA4	Organiser of student level Technical Conf/Competition	30
SA5	Foreign language skills	50
SA6	Online courses taken& completed	50

Kerala Technological University (KTU) B.Tech program Salient Features/ Guidelines(2019 Admission)

The A. P. J. Abdul Kalam Technological University Academic Regulations for B. Tech, 2019

This may be called the A. P. J. Abdul Kalam Technological University Academic Regulations for B. Tech, 2019. These are subject to the provisions of the APJ Abdul Kalam Technological University Act, 2015, the statutes and ordinances if any issued in the subject from time to time. It is the express understanding that these regulations are subject to the approval of the concerned statutory bodies of the University. These regulations shall be applicable for students admitted from 2019 onward.

1.Preamble

R1.1   The University has the right to modify the regulations from time to time.

R1.2   In all matters related to the regulations, the decision of the University and its interpretation given by the BOG shall be final and binding.

2.Admission

R2.1   Admission policy, eligibility for admission and admission procedure shall be decided by the University or the competent statutory authority for admissions from time to time.

R2.2   If at any time after admission, it is found that a candidate has not fulfilled any of the requirements stipulated by the University or the statutory body concerned, the Vice Chancellor may revoke the admission of the candidate and report the matter to the BOG.

R2.3   No student shall be permitted, under any circumstances, to change the branch/stream to which he/she is admitted by the competent authority for admission.

R2.4   A student admitted to a particular institute shall continue studying in that institute till the completion of the course, unless he/she is permitted an inter college transfer as per R9.1 to 9.12.

3. Structure of B.Tech. Program.

R3.1   The duration of the B.Tech. Program shall be 4 years (8 semesters)

R3.2   The maximum duration shall be six academic years spanning 12 semesters.

R3.3   Every academic year shall have two semesters "1st July to 31st December (Odd semester)" and "1st January to 30th June (Even semester)". Each semester shall have minimum of 72 working days. The vacation of the faculty and staff shall be as per the Government orders from time to time.

R3.4   Every branch of the B.Tech Program shall have a curriculum and syllabi for the courses approved by the Academic Council. Syllabus for any course shall be normally modified/ updated once in four years. However, innovative elective courses can be included as and when required, on the recommendations of the respective Board of Studies and subject to the approval of the Academic Council. All revisions shall be based only on the recommendations of the Board of Studies concerned.

R3.5   The academic programs of the University follow the credit system. The general pattern is as below:

1 Hr. Lecture (L) per week	1 credit
1 Hr. Tutorial (T) per week	1 credit
1 to 2 Hours Practical(P) per week	1 credit
3 to 4 Hours Practical(P) per week	2 credit

The workload of a faculty member shall be the actual number of hours engaged by the faculty member.

R3.6   The curriculum of any branch of the B.Tech. Program shall have a total of 160 academic credits and 2 additional pass/fail credits.

R3.7   Every course of B. Tech. Program shall be placed in one of the nine categories as listed in table below.

S. No.	Category	Code	Breakup of Credits
1	Humanities and Social Sciences including Management courses	HSMC	8
2	Basic Science courses	BSC	26
3	Engineering Science courses including workshop, drawing, basics of electrical/mechanical/computer etc	ESC	22
4	Professional core courses	PCC	76
5	Professional Elective courses relevant to chosen specialization/branch	PEC	15
6	Open subjects – Electives from other technical and /or emerging subjects ` as specified in the curriculum concerned.	OEC	03
7	Project work, seminar and internship in industry or elsewhere	PROJ	10
8	Mandatory Courses [Environmental Sciences, Induction training, Indian Constitution, Essence of Indian Traditional Knowledge]	MC	Non credit
9	Mandatory Student Activities (Pass/Fail)	SA	2
	Total Credits		162

R3.8   No semester shall have more than six lecture-based courses and two laboratory and/or drawing/seminar/project courses in the curriculum.

Credit per semester shall not be less than 15 or greater than 25 and cumulative credits shall not be less than 162.

R3.9   The medium of instruction shall be English. All examinations, project/seminar reports and presentations shall be in English.

4. Academic Monitoring and Student Support.

R4.1   Advisory System: There shall be one Senior Faculty Advisor (SFA) for a class and a faculty advisor (FA) each for 25 to 35 students in the class. The Principal shall assign a regular faculty member with minimum five years of experience as the Senior Faculty Advisor (SFA) in discussion with the Head of Department concerned.

R4.2   The documents regarding all academic and non academic matters of students under an advisory group shall be kept under the custody of Faculty Advisor/Senior Faculty Advisor.

R4.3   All requests/applications from a student or parent to higher offices are to be forwarded/recommended by his/her Faculty Advisor /Senior Faculty Advisor. Students and parents shall first approach their Faculty Advisor/ Senior Faculty Advisor for all kinds of advices, clarifications and permissions on academic matters. It is the official responsibility of the institution to provide the required guidance, clarifications and advices to the students and parents strictly based on the prevailing academic regulations.

R4.4   The SFA shall arrange separate or combined meetings with advisors; course faculty, Parents and students as and when required and discuss the academic progress of students under their advisory group. The Senior Faculty Advisor/ Faculty Advisor shall also offer guidance and help to solve the issues on academic and non-academic matters including personal issues of the students in their advisory group. Advisory meetings shall preferably be convened:

1. Immediately after the commencement of the semester.

2. Immediately after announcing the marks of first internal evaluation test.

The internal marks, activity points earned during the semester and eligibility of attendance shall be uploaded in the University portal only after displaying the same in the department notice board at least for two working days. This is for the information and feed back of the students. Any concerns raised by the

students regarding attendance and internal marks and activity points shall be looked into in the combined meetings of advisors, course faculty and the students concerned. The principal/ HoD shall ensure the proper redressal of the concerns raised by the students regarding internal assessment and attendance. The FA/SFA shall be the custodian of the minutes and action taken reports of the advisory meetings.

R4.5   The SFA shall get the minutes and action taken reports of advisory meetings approved by the Head of Department and the Principal. It shall be the duty of the HoD and the Principal to produce it before the University as and when required.

R4.6   The FA/SFA shall keep a hard copy of the consolidated statement of attendance, activity points and internal marks of the students in their advisory group. It shall be kept with the HoD without fail for all sorts of inspections.

R4.7   Regular communication with the parents of students in respect of progress in academic matters and other general issues shall be the responsibility of the Senior Faculty Advisor/ Faculty Advisor.

R4.8   The Principal shall inform/forward all regulations, guide lines, communications, announcements etc issued by the University regarding student academic and other matters to the HoDs/ Senior Faculty Advisors for information and timely action.

R4.9   It shall be the official responsibility of the Principal to arrange necessary orientation programmes to the HoDs, SFAs and SAs regarding student counseling, the prevailing University norms, regulations, guidelines and procedures on all academic and other University related matters.

5. Academic Auditing of affiliated institutions.

R5.1   There shall be academic auditing in each affiliated college at stipulated intervals. The academic auditing shall be conducted jointly by an Internal Quality Assurance Cell (IQAC) within the college and external academic auditor(s) appointed by the University. The Internal Quality Assurance Cell (IQAC) in each college shall oversee and monitor all the academic activities including all internal evaluations and examinations. This cell shall prepare academic audit statements in the formats prescribed by the University for each semester at regular intervals. These reports shall be presented to the external academic auditor(s), who shall use it as reference for independent auditing. The external auditor(s) shall submit the final audit report to the University in the prescribed format.

Academic auditing shall cover:-

1. Course delivery and adherence to the course plan, syllabus coverage, quality of question papers used for internal examinations, internal evaluation, maintenance of laboratory experimental set ups and equipments, practical assignments, mini projects and conduct of practical classes and their evaluation.

2. Co-curricular and Extra-curricular activities available for students, the monitoring mechanism of activity points to be earned by the students.

3. Academic functioning of the college encompassing students, faculty and college administration covering punctuality, attendance, discipline, academic, environment, learning ecosystem, academic accountability, academic achievements and bench marking.

4. The audit shall also cover the quality criteria prescribed by NBA/NAAC.

6. Assessment

R6.1   There shall be End Semester Examinations (ESE) in every semester for all courses as prescribed under the respective curriculum, except the Lab/ workshops courses for 1 & 2 semesters. The End Semester Examinations shall be conducted by the University. Semester classes shall be completed at least ten days before the commencement of the End Semester Examination.

R6.2   The End Semester Examinations (ESE) shall be held twice in a year – May/June session (for even semesters) and November/December session (for odd semesters). However, the End Semester Examinations of the VII and VIII Semesters shall be conducted in both the sessions.

R6.3   Candidates in each semester shall be evaluated both by Continuous Internal Evaluation (CIE) and End Semester Examinations (ESE). The ratio of Continuous Internal Evaluation (CIE) to End Semester Examinations (ESE) shall be as below :

1.   Theory Courses   : 1 : 2

2.   Laboratory Courses   : 1 : 1

3.   Project   : CIE only

4.   Seminar   : CIE only

R6.4   Continuous Internal Evaluation (CIE)): The Continuous Internal Evaluation shall be on the basis of the day-to-day work, periodic tests (minimum two in a semester) and assignments (minimum two). The faculty member (s) concerned shall carry out the Continuous Internal Evaluation (CIE) for the course allotted to him/her. The CIE marks for individual subjects shall be computed by giving weightage to the following parameters unless otherwise specified in the curriculum.

Course	Attendance	Tests	Assignment/ Class work/ Course project.
Theory	20%	50%	30%
Drawing/ Practical	20%	40%	40%

	There shall be minimum two internal evaluation tests, each of 2hrs duration. Each test shall cover 50% of the syllabus and shall be for 50marks. Retest shall be permitted to the students who could not appear for the internal tests due to genuine grounds. Three days shall be utilised for conducting the internal evaluation test.
Project work	a. Work assessed by the project guide – 30% b. Three member Continuous Internal Evaluation Committee – 40% (Guide shall be one member in the CIE committee) c. Final Evaluation by a three member Committee comprising of the department project coordinator, guide and an external expert. The external expert shall be an academician or from industry. The industry expert is preferred : 30% d. One third of the project credit shall be completed in VII semester and two third in VIII semester.
Seminar	The report and the presentation shall be evaluated by a team of internal members comprising three senior faculty members based on the style of presentation, technical content, adequacy of reference, depth of knowledge and overall quality of the report. a) Attendance : 10% b) Guide : 20% c) Technical content : 30% d) Presentation : 40%

The CIE marks for the attendance (20%) for each theory, practical and drawing shall be awarded in full, only if the candidate has secured 90% attendance or above in the subject. If a student has attendance for a subject below 90%, reduction in the marks for the attendance shall be made proportionally. The CIE marks obtained by the student for all subjects in a semester are to be published at least 5 days before the commencement of the University examinations. Duty leave shall be accounted for awarding the internal marks for attendance.

R6.5   Students, who have completed a course but could not write the end semester examination, shall be awarded "I' Grade, provided they

meet other eligibility criteria (R6.6). They shall register (exam registration) and appear for the end semester examination at the next opportunity and earn the credits without having to register (course registration) for the course again.

R6.6　The main eligibility criteria for registering to the End Semester Examination are attendance in the course and no pending disciplinary action. The minimum attendance for appearing for the End Semester Examination is 75% in each course. Students who do not meet these eligibility criteria are awarded an FE grade.

R6.7　The students with FE grade shall register for the courses during the normal semesters in which the courses are offered. However, for the seventh and eighth semester FE grade students can register for the courses in the next immediate chance, if offered by their institute.

R6.8　A student who does not register for all the courses listed in the curriculum for a semester shall not be eligible to enroll for the next higher semester.

R6.9　The maximum number of credits a student can register (course registration) for, in a semester is limited to 08 credits in excess of the total mandatory credits allotted in the curriculum for that semester.

R6.10　A student will be eligible for the award of B. Tech. Degree of the University on satisfying the following requirements:

1.　Fulfilled all the curriculum requirements within the stipulated duration of the course.

2.　Earned the required minimum credits as specified in the curriculum for the branch of study (R3.6 and R3.7).

3.　No pending disciplinary action.

R6.11　Students registered for a course have to attend the course regularly and undergo the Continuous Internal Evaluation (CIE) and appear for the End Semester Examinations (ESE). Credits for the course are deemed to be earned only on getting at least a pass grade 'P' or better in the composite evaluation.

R6.12　Pass minimum for a course shall be 40% for the End Semester Examination and 50% of CIE and ESA put together. Letter grade 'F' will be awarded to the student for a course if either his/her mark for the End Semester Examination (ESE) is below 40 % or the overall mark [Continuous Internal Evaluation (CIE) + End Semester Examination (ESE)] is below 50 %.

R6.13   Students who received F grade in an End Semester Examination shall have to appear for the End Semester Examination at the next opportunity and earn the credits. They shall not be permitted to register for the course again.

R6.14   Continuous Internal Evaluation mark percentage shall not exceed 30% over the End Semester Examination mark %. CIE marks awarded to a student shall be normalised accordingly. For example if the end semester mark % is 40, then the maximum eligible CIE mark % is $40+30 = 70\%$.)

R6.15   Grading is based on the overall % marks obtained by the student in a course, as given in 6.16. The grade card shall only give the grades against the courses the student has registered. Semester grade card shall give the grade for each registered course, Semester Grade Point Average (SGPA) for the semester as well as Cumulative Grade Point Average (CGPA).

R6.16	Grade and Grade Points		
	Grades	Grade Point (GP)	% of Total Marks obtained in the course
	S	10	90% and above
	A+	9.0	85% and above but less than 90%
	A	8.5	80% and above but less than 85%
	B+	8.0	75% and above but less than 80%
	B	7.5	70% and above but less than 75%
	C +	7.0	65% and above but less than 70%
	C	6.5	60% and above but less than 65%
	D	6.0	55% and above but less than 60%
	P (Pass)	5.5	50% and above but less than 55%
	F (Fail)	0	Below 50% (CIE + ESE) or Below 40 % for ESE
	FE	0	Failed due to lack of eligibility criteria (R6.6)
	I	0	Could not appear for the end semester examination but fulfills the eligibility criteria.
	Classification of B. Tech Degree.	First Class with Distinction	CGPA 8.0 and above
		First Class	CGPA 6.5 and above
	Equivalent percentage mark shall be = 10 * CGPA – 2.5		

R6.17	Minimum Cumulative Credit Requirements for Registering to Higher Semesters				
Semester	Allotted Credits	Cumulative Credits	Minimum Cumulative Credits required for B. Tech	Minimum Cumulative Credits required for B. Tech Lateral Enrty.
First	17	17	Not Applicable	Not Applicable
Second	21	38	Not Insisted	Not Insisted
Third	22	60	Not Insisted	Not Insisted
Fourth	22	82	Not Insisted	Not Insisted
Fifth	23	105	21 Credits from S1& S2	Not Insisted
Sixth	24	129	Not Insisted	Not Insisted
Seventh	15	144	47 Credits from S1 to S4	09 Credits from S3 to S4
Eight	16	160	Not Insisted	Not Insisted

R6.18   There is no provision for improving the grade. However, the student is permitted to check the answer books of the End Semester Examination after the results are declared, on payment of the prescribed fee. Any discrepancy in evaluation could be brought to the notice of the Controller of Examination, who shall initiate appropriate action as per the University Examination Manual.

R.6.19   The students can apply for revaluation of the answer books of the end semester examination after the results are declared. The final mark awarded will be the better of the two marks. If the difference in marks obtained in revaluation and the original valuation is more than 15% of the maximum marks, it shall be sent for third valuation. The final mark shall then be the average of the closer of the two marks obtained in the three valuations to the advantage of the student or the mark obtained in the original valuation whichever is higher. The Controller of Examination shall examine such cases and conduct proper enquiry to see whether any of the examiners is responsible for negligent valuation of answer script and initiate suitable action as per the University Examination Manual.

R6.20   Grade cards shall be made available in the student login for the registered courses, in every semester. On earning the required credits for the degree, the University will issue the final consolidated grade sheet for the B. Tech program including CGPA.

R6.21   Calculation of SGPA/CGPA

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

SGPA = $\Sigma(C_i \times GP_i)/\Sigma C_i$, where 'Ci' is the credit assigned for a course and 'GPi' is the grade point for that course. Summation is done for all

courses specified in the curriculum of that semester. The failed and incomplete courses shall also be considered in the calculation.

CGPA $= \Sigma(Ci \times GPi)/\Sigma Ci$, where 'Ci' is the credit assigned for a course and 'GPi' is the grade point for that course. Summation is done for all courses specified in the curriculum up to that semester for which the 'CGPA' is needed. Here the failed courses shall also be accounted.

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

For students admitted under lateral entry scheme, credits for the first and second semester courses shall not be accounted for the calculation of CGPA.

Equivalent percentage mark shall be $= 10 * CGPA - 2.5$

R6.22   Any act of violation of University directions, indiscipline, misbehavior, or unfair practice in examinations from the part of students, faculty members, staff, institution, management or any other source shall be viewed very seriously. It is the legal responsibility of the principal and the college management to see that the examinations are conducted strictly as per the directions of the University and as specified in the examination Manual. Malpractices in examinations observed or reported by an official employed by the University, faculty member, invigilator or anybody shall be immediately reported to the Principal. The principal shall in turn conduct a preliminary enquiry giving the student concerned a chance to explain his/her case. The Principal shall then forward the case with his/her preliminary enquiry report and remarks to the Controller of Examinations along with all related documents and evidences within two working days. The Controller of examination shall decide the course of action on the issue as per the prescribed norms in the University Examination Manual.

R6.23   A student shall earn 2 credits by actively involving in co – curricular and extra – curricular activities as per the guidelines issued by the University from time to time. On getting minimum 100 activity points the student passes the course and earns the two credits which shall not be counted for the calculation of CGPA but mandatory for the award of the Degree. For the students admitted under lateral entry scheme the 2 credits shall be considered to be earned on getting 75 activity points. The students are required to keep a file containing documentary proofs of activities done by him/her attested by the Senior Faculty Advisor/ Faculty Advisor.

7. Break of Study

R7.1   A student is permitted to avail break of study:

i)   In case of accident or serious illness needing prolonged hospitalization and rest.

ii)   In case the student has a bright idea and would like to initiate a start-up venture or develop a product.

iii)   In case of any personal reasons that need a break in study.

iv)   For internship leading to employment.

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

Students who want to initiate a start-up venture or a product development, have to submit a project report, clearly indicating the purpose, action plan, technical details, funding details and future plans to the college Principal. The Principal shall evaluate the proposal by constituting an expert team consisting of a technocrat and a bank executive and take an appropriate decision based on the team's recommendation. The break of study for the start up shall be permitted only after the 4th semester for a maximum duration of two semesters. This is however permitted only on successfully completing the courses listed out in the first two semesters.

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

Students who require break in study for 'internship leading to employment' shall produce the offer letter obtained from the employer concerned. The principal shall verify the authenticity of the offer and submit his recommendation to the University sufficiently in advance for approval. Only campus placed students with an annual compensation more than 6 lakhs are eligible to avail this facility.

In the semester system followed by the University, break of study for an academic year is the preferred option than break of study for a semester.

The student can avail the break of study only with the prior approval of the University. The Principal shall upload the request of the student

with all relevant documents to the University portal for the approval with his/her recommendations.

Students shall have to rejoin on the first working day of the same semester on which he/she had started availing the break of study.

8.Attendance

R8.1   Students are expected to attain 100% attendance for all courses. However, under unavoidable circumstances they are permitted to avail leave. Total leave of absence shall not exceed 25% of the academic contact hours for a course and 75% attendance is mandatory for registering to the end semester examination.

On medical ground the college Principal can relax the minimum attendance requirement to 60%, to write the end semester examination. This is permitted for one or more courses registered in the semester. Principal shall keep all records which led to his decision on attendance, for verification by the Academic Auditors/ University officials. This provision is applicable only to any two semesters during the entire program period.

In case of prolonged illness, break of study is permitted as per R7.1.

R8.2   The Principals are authorized to grant attendance relaxation (duty leave) to the students in officially sponsored national level competitions/championships/ tournaments when called upon to do so, up to a maximum of 10%. Such students should produce the participation certificate countersigned by the University Sports Coordinator/ the Director of Physical Education in the case of sports activities and the Senior Faculty Advisor in the case of other extracurricular activities: within ten days of the event. The participation certificate thus produced shall be forwarded to the Principal with the due recommendation of the respective Head of the Department. Under any circumstances, the principal shall not consider the certificate if the overall attendance of the candidate is less than 60%. Late applications received shall not be considered on any account. The student shall get official prior permission from the University for representing the University.

R8.3   The Principals are authorized to grant attendance relaxation (duty leave) to the students for organizing extra/ co-curricular activities, up to a maximum of 05%. Such students should produce the required documents countersigned by the University Sports Coordinator/ the Director of Physical Education in the case of sports activities and the Senior Faculty Advisor in the case of other extra/ co-curricular

activities: within ten days of the events. The documents thus produced shall be forwarded to the Principal with the due recommendation of the respective Head of the Department. Under any circumstances, the principal shall not consider the documents, if the overall attendance of the candidate is less than 60%. Late applications received shall not be considered on any account.

9.Inter College Transfer

R9.1   Inter college transfer shall be applicable only for regular B. Tech students.

R9.2   The transfer shall be permitted just before the commencement of third semester.

R9.3   The transfer shall be with effect from the first working day of the third semester.

R9.4   The transfer shall be only within the sanctioned strength of the receiving college.

R9.5   The following Category of students shall not be eligible for inter college transfer

1.   Govt. of India Nominee.

2.   Management Quota in Aided colleges.

3.   Management Quota in private Self Financing Colleges

4.   Students admitted under NRI/PIO quota.

5.   Lateral Entry students.

6.   Students admitted under TFW Scheme.

7.   Students admitted in any supernumerary seats.

8.   Any other category which are ineligible as per the conditions for admission prescribed by Govt. of Kerala/Govt. of India.

R9.6   The transfer shall be permitted:

1.   Between Govt/ Govt. Aided Colleges.

2.   Between Self – Financing Colleges. (Including Govt. Controlled SFC).

R9.7   Notification inviting application for inter college transfer shall be issued by the University just before the commencement of the third semester.

R9.8   The candidate should fulfill the academic eligibility requirement for promotion to the third semester.

R9.9   If the number of applicants is more than the vacant seats available, the transfer may be based on the Kerala Engineering Entrance Rank.

R9.10   The students shall opt only one college for inter college transfer.

R9.11   The selected candidates shall remit a fee of Rs 3000/- (No fee for SC/ST students) within the stipulated date to the University. However, this rule is not applicable to the students transferred to other institutes under "Shift College" University order.

R9.12   The College transfer once approved by the receiving college will be final and binding on the applicant. No student will be permitted, under any circumstances, to refuse the change of college once offered.

10.Migration from other Universities

R10.1   Migration to the University from other Universities shall be permitted only if the parent University and the APJ Abdul Kalam Technological University enters into a bipartite agreement/ MoU for this purpose. However, this condition is not applicable to the students in any of the Engineering colleges/ institutions, which, before the commencement of KTU Act remained affiliated to Universities except Deemed to be Universities in the State of Kerala.

R10.2   The student shall be permitted to migrate only if he/she fulfills the University eligibility criteria for admission to the course applied for migration.

R10.3   The migration shall be permitted only up to the fifth semester of the B. Tech program and half the duration of the program in the case of other programs.

R10.4   The admission shall be offered on migration basis through lateral transfer of credits. Lateral credit transfer shall be as recommended by the concerned Board of Studies.

R10.5   The students shall be allowed to migrate to the University subject to satisfying the rules and regulations of the University as regards to, maximum number of backlogs, grade points, minimum credit requirement for promotion to higher semesters, etc.

R10.6   The student shall be offered admission in any of the affiliated colleges/institutions of the University subject to availability of seats. The student shall produce no objection certificate from the concerned college/institute in this regard.

R10.7   The students offered admission shall have to take transitory courses/ additional courses of the previous semesters to satisfy the program requirement as recommended by the concerned board of studies.

R10.8   The students offered admission shall pay the migration fees and the University fees as prescribed by the University. The application processing fee (University fee) shall be Rs 5000/- (Rupees five thousand only) and the migration fees shall be Rs 20000/- (Rupees twenty thousand only). The migration fee is charged for the meeting expenses of the concerned Board of studies to decide on the student suitability for migration and to recommend the transitory courses/ additional courses to be done by the student to fulfill the academic requirement of the University. The processing fee shall be paid along with the application, and the migration fee shall be paid to the University at the time of offering admission. The fee once paid shall not be refunded under any circumstances. The students in any of the Engineering colleges / institutions, which, before the commencement of KTU Act remained affiliated to Universities except Deemed to be Universities in the State of Kerala, are exempted from paying the processing fee and the migration fee.

R10.9   The migrated students shall follow the rules and regulations of the University.

R10.10   The students offered admission shall produce a migration certificate from the parent University at the time of admission.

R10.11   The student offered admission shall produce a character certificate from the parent institute/University at the time of admission.

R10.12   Regulations, Scheme and Syllabus of the respective specialization attested by the Registrar of the parent University or equivalent authority shall be submitted to the University along with the application seeking migration to the University.

R10.13   Attested copies of all certificates and mark lists from 10th onwards shall be submitted along with the application for migration (Original certificates and mark lists shall be produced as and when required by the University).

R10.14   Assessment of the student suitability for migration in terms of programs, backlogs, grade points, credit requirements, etc shall be done by the concerned Board of Studies

.R10.15   Assessment of the transitory courses/ additional courses to be done

by the student as per the academic requirement of the University shall be as recommended by the concerned Board of Studies.

11. Minor in Engineering.

R11.1   All B. Tech students shall be eligible to register for Minor in Engineering.

R11.2   The Minor in Engineering registration shall be along with the registration of the 3rd semester.

R11.3   If a student fails in any course of the minor, he/she shall not be eligible to continue the B.Tech Minor. However, the additional credits and grades thus far earned by the student shall be included in the grade card but shall not be considered in calculating the CGPA.

R11.4   The student shall earn additional 20 credits to be eligible for the award of B. Tech Degree with Minor.

R11.5   Out of the 20 Credits, 12 credits shall be earned by undergoing a minimum of three courses, during the specified period. The total number of contact hours for these three courses shall be 126 Hrs (42Hrs/course). The duration of a course shall be minimum 14 weeks. The remaining 8 credits could be acquired through two MOOCs recommended by the Board of studies and approved by the Academic Council.

R11.6   Curriculum and the syllabus of the three courses shall be approved by the Board of studies and the Academic Council.

R11.7   The assessment of the courses other than MOOCs and earning of credits shall be as per R6.1 to R6.23. The assessment and certification of the MOOCs shall be as per the prescribed norms of the MOOCs. The candidate shall produce the certification issued by the MOOCs conducting agency in proof of credit attainment.

R11.8   Under graduate Degree with minor shall be issued by the University to the students who fulfill all the academic eligibility requirements for the B. Tech program and Minor in Engineering.

12. B. Tech (Honours)

R12.1   All B. Tech students are eligible to register B.Tech (Honours). However, their mandatory CGPA at the end of eighth semester shall be 8.5 or higher to be eligible for the award of B. Tech (Honours).

R12.2   The B. Tech (Honours) registration shall be along with the registration of the 4th semester.

R12.3   If a student fails in any course including the course chosen for B. Tech

(Honours), he/she shall not be eligible to continue the B.Tech(Honours). However, the additional credits thus far earned by the student shall be included in the grade card but shall not be considered in calculating the CGPA.

R12.4   The student shall earn additional 20 credits to be eligible for the award of B. Tech (Honours) Degree.

R12.5   Out of the 20 Credits, 12 credits shall be earned by undergoing minimum three specified B. Tech (Honours) Elective courses of the respective stream. Credits for the B. Tech (Honours) Elective courses are deemed to be earned only on getting at least a grade 'C' or better in the composite evaluation. A student shall not be permitted to select the normal elective courses of the respective B. Tech programs for attaining the credit requirements of B. Tech (Honours). The remaining 8 credits could be acquired through two MOOCs of the respective streams recommended by the Board of studies and approved by the Academic Council.

R12.6   The assessment and certification of the MOOCs shall be as per the prescribed norms of the MOOCs. The candidate shall produce the certification issued by the MOOCs conducting agency in proof of credit attainment.

R12.7   The institutions offering B. Tech Honours programs shall not charge any additional fee from the students.

R12.8   B. Tech (Honours) Degree shall be issued by the University to the students who fulfill all the academic eligibility requirements for the B. Tech and B. Tech (Honours) programs.

13. Grace Marks for Sports /Arts Competitions.

R13.1   Only bona-fide, regular candidates are eligible for the award of Grace Marks.

R13.2   The criterion for the award of Grace Marks is representing the University in officially sponsored national level competitions /championships/ tournaments when called upon to do so. The student shall get official prior permission from the University for representing the University.

R13.3   The maximum grace marks that can be awarded to a candidate in a particular semester for all activities put together shall be 5% of the aggregate maximum End Semester Examination marks of all theory courses for which the University conducts End Semester Examinations.

R13.4   The maximum grace marks that can be awarded to a student for a theory course in a particular semester for all activities put together shall not exceed 10% of the maximum aggregate marks of End Semester Examination of the course.

R13.5   The Grace Marks shall not be awarded to a student for Practical/ Lab/ Viva Voce/ internal assessment/ Seminar etc even though she/he fails for the same.

R13.6   Eligible Grace Marks shall be distributed equally on all theory papers/courses of an examination. However, re – distribution of Grace Marks shall be allowed only in the case of those courses of an examination for which the candidate has passed. Re- distribution is possible from passed courses to failed courses only. Re-distribution of Grace Marks is not permissible from failed courses to other courses for a pass.

R13.7   The Grace Marks shall be awarded for all theory papers /courses/subjects in a semester.

R13.8   Re- distribution shall be done only for enabling a candidate to obtain the minimum marks required for a pass.

R13.09   Grace Marks shall not be re – distributed from one semester to another semester.

R13.10   If the candidate does not secure the minimum marks required for a pass even after effecting re- distribution, eligible moderation fixed by the respective board if any, shall be awarded to that candidate in addition to the Grace Marks for a pass.

R13.11   Eligible Grace Marks shall be awarded for the regular examination of the performing semester only. Grace Marks shall not be awarded for supplementary examinations.

R13.12   The performing semester shall be considered from 1st July to 31st December (Odd semester) and 1st January to 30th June (Even Semester).

R13.13   Grace Marks shall be awarded on the basis of performance in the respective semester.

R13.14   The request for Grace Marks shall be submitted to the Controller of Examinations through the principal along with all relevant documents, within the time limit prescribed by the University. The request for Grace Marks received after the time limit shall not be

entertained on any account.

R13.15   Only a single highest achievement during the period of a semester shall be considered for awarding the grace marks.

14.Grace Marks for Persons With Disability (PWD)

R14.1   A person with disability means a person suffering from not less than 40% of any disability as certified by the District Medical Board. To be eligible for the grace marks, the certificate of disability specifying the percentage of disability shall be produced before the Principal at the time of admission.

R14.2   The Grace Marks that can be awarded for PWD candidates shall be 25% of the marks scored by the candidate in each course at the time of finalization of the results.

R14.3   Transfer of marks from one paper to another shall not be permitted. Fractions of marks if any, while computing the Grace Marks shall be rounded off to the next higher integer.

R14.4   PWD candidates who are eligible for Grace Marks shall be awarded Grace Marks for regular and supplementary chances until they pass the whole examination.

R14.5   Grace Marks shall be awarded only for the marks of the End Semester Examinations conducted by the University.

R14.6   The request for Grace Marks shall be submitted to the Controller of Examinations through the principal along with all relevant documents, within the time limit prescribed by the University. The request for Grace Marks received after the time limit shall not be entertained on any account.

15. Transitory provision.

R15.1   Notwithstanding anything contained in these regulations, the Vice-Chancellor shall, for a period of two years from the date of coming into force of these regulations, has the power to provide by order that these Regulations shall be applied to any B. Tech program with such modifications as may be necessary.

Student Services

1. Hostels

Hostel facility is available in the college campus for both Gents and Ladies, which is under the control of the College Management.

i.   **Men's hostel   - Total Capacity : 350**
                        Warden - Rev. Fr. Sebastian Velloppillil
                        Ph: 9645928266

ii.   **Ladies hostel - Total Capacity : 450**
                        Warden - Rev. Sr. Stani CMC
                        Ph: 9446790217
                        Asst. Warden - Rev. Sr. Preetha CMC
                        Ph:9605711909

2. The Central Library

The Central Library of the College was established in the year 2001. It is housed in an area of 16400 Sq. ft. spread over two floors. It is fully automated with a rich collection of Books, National and International Journals, Technical and other Magazines, CD ROMs on Engineering, other widely appreciated editions on diverse subjects like Literature, Management, Religion etc. This Library follows open access system, Barcode based circulation process and OPAC Literature Search. There is a library in the MBA department which is housed in an area of 3122 sq. ft. In addition, there are separate refference facility in each department. In addition Digital library provides online browsing of E-journals. The table given below lists the quantity of titles available in the library.

Sl. No.	Particulars	Quantity
1	Book Titles	10396
2	Volumes	38290
3	Reference Books	7752
4	Printed Journals	88(January onwards)
5	E- Journals	
	i. Engineering	649
	ii. MBA	600
6	Delnet + NDL	Network of more than 5900 libraries in India
7	Bound Volume	528
8	CD ROM	1333

3. Sports & Games

The College ensures a healthy and holistic lifestyle within the campus by encouraging students to participate in sports and games. The Department of Physical Education organises many sports and game events during the academic year. Special coaching camps are held for Basket ball, Volleyball, Badminton, Football and Cricket.

The Annual Sports meet is also held every year. The college has a well trained professional Basket ball team. The college conducts All Kerala Basket ball Tournament "Magnum" by mid February. Extensive grounds for outdoor games like Football, Basket ball, Cricket, Badminton, Track and field events and facilities for indoor games like shuttle, Table Tennis and Chess are provided in the campus. A multipurpose Synthetic Court is an additional facility.

4. Common Computing Centre (CCC)

Viswajyothi has a central computing facility named as Common Computing Centre (CCC) functioning from 8 a.m. to 8p.m. with 67 PC's and an intenet connection with bandwidth of 100 Mbps. This center is air conditioned and well-equipped with an uninterrupted power backup system. Students can access Internet and download study materials and can procure either hard copies or soft copies of the study materials with the assistance of staff at any time. This area is also Wi-Fi enabled so that students can access internet with their laptops.

5. Multi Gym & Fitness Centre

Viswajyothi has a Multi Gym with a wide range of Gym equipments. Students and members of faculty use this facility in the morning and evening.

6. Cafeteria

The Cafeteria can accommodate 200-250 students at a time. Separate seating arrangement is made for Staff. It is open from 7.00 am to 7.00 pm. Vegetarian and Non Vegetarian food will be served.

7. Kiosk

In addition to Canteen, tea and snacks are served through Kiosks functioning in the Academic Block.

8. Reprographic Centre

Facility for Xerox copy is available in C Block (Room No. C128). Stationeries are also available in this centre.

9. Mentoring

Students in each class are divided into small groups of 6 to 8 and entrusted to a mentor. Each student has a mentor to provide personal care

and develop his/her career. Every student is cared for and looked after well in the campus. The mentor is like a second parent to a student. No student in this campus is anonymous.

10. Counselling

Full time counsellors are appointed to look into special needs of students. Students are free to consult them during free time.

11. Remedial Coaching / Bridge Course

Bridge courses are conducted to bring up students to a benchmark. Remedial coaching is given to needy students to make up for their low performance.

12. Placement & Training Cell

The Placement and Training cell monitors the employment opportunities, cater to enhance employability of students and arrange campus interviews. Our Campus recruitment program starts right from the penultimate semester. The students aspiring for higher studies are encouraged to undergo GATE/ CAT, GRE and GMAT exams. Besides, in campus IELTS course and IDP overseas education fair is conducted.

The Placement Training & Counselling Cell offers career guidance and support for graduating students on educational and job placement. The training division of the PTC implements need based professional, personal development and value added training programs for the benefit of the student community and faculty. Counselling helps students explore vocational–educational possibilities and in resolving personal or social problems, if any.

Guide lines for the students:

➢ The students are expected to register their names during the last month of the 2nd year and thereafter it is their responsibility to update the database at the PTC office about their academic credentials on a continuous basis.

➢ The following trainings are imparted to the students by PTC department

    1. Communicative English

    2. Personality Development Program

    3. Aptitude Training

    4. Technical Training on domain skills

    5. Grooming Sessions - GD, Resume & Interview preparation

➢ If a student wants to withdraw his/her name after registering for an on campus or off-campus interview, he/she should do so at least 3 days before the scheduled time of the interview so that appointments may be

14. Scholarships & Endowments

The College has instituted scholarships for meritorious students belonging to BPL Category and Lower Income Group.

Eligible students can approach the Placement Cell for the following scholarships.

Agency	Catergory	Name /Eligibility
Govt. of India	Minority	Merit cum means scholarship ,Income less than Rs 2.5 LPA
Govt. of India	General	Central sector scholarship,Income less than Rs 8 LPA
AICTE	General	Pragathi Scholarship for Girl Children ,Income less than Rs 8 LPA
Govt. of Kerala	SC,ST,OEC	E Grants

Endowments & Awards

1. Rev. Fr. Joseph Puthenkulam Memorial Endowment constituted by the management : Awarded gold medals to toppers in each branch of B.Tech

2. Rev. Fr. Thomas Malekudy cash award constituted by the Staff of the College : Awarded to the best outgoing student of the College

3. Muraleekrishnan Memorial Award constituted by the parents, in memory of their beloved son Mr. C. V. Muraleekrishnan : Awarded to the best outgoing student in Mechanical Engineering

4. Gold Medals constituted by the management : Awarded to University Rank Holders from the College.

5. Fr. Thomas Malekudy Endowment Lecture : The management has instituted an endowment lecture in a topic relating to Engineering & Technology by a technologist from 2015-16 as a token of gratitude to Rev. Fr. Thomas Malekudy, the first president of the Trust and Manager of the College. This will be an ideal platform for the staff and students for academic discussions on a topic of current relevance.

15. College Buses

The College provides travelling facilities for staff and students from the college campus to various destinations. The details of Routes & Staff In-Charges are listed on the back inside cover page.

CONSULTANCY SERVICES DIVISION (R&D)

DETAILS OF THE SERVICES OFFERED

I.   WATER ANALYSIS

The characteristics of water are checked for physical and chemical parameters. The parameters are (1) pH (2) Colour (3) Turbidity (4) Sulphate (5) Chlorides (6) Residual Chlorine (7) Iron (8) Fluorides (9) Total Hardness (10) Most Probable Number (MPN) (E coli)

A. Drinking Water

1-10 Parameters for Drinking Water

In addition to the parameters checked for Drinking water the following tests are also done for the waste water.

B. Waste water

    a.   Dissolved Oxygen

    b.   BOD (Biological Oxygen demand)

    c.   COD (chemical Oxygen demand)

II. RUBBER LATEX ANALYSIS

    a.   Dry Rubber content (DRC) of Natural Rubber Latex

    b.   Strength of Rubber products (gloves, rubber bands etc.)

III. SOIL ANALYSIS

A.   Geotech Engg. consultancy

    a.   Shear Strength b. Permeability c. Consolidation

B.   Agricultural consultancy

Soil parameters like Macro nutrients N-P-K content, Micro nutrients like heavy metals

IV. FOOD ANALYSIS

Testing of Food Adulteration

    a.   Vegetable oils

    b.   Chilly powder

    c.   Pepper powder

V. BUILDING MATERIAL TESTING

a. Tests on Cement	b. Tests on Concrete
c. Tests on Fine and course aggregate	d. Tests on Bricks
e. Tests on Hollow and Solid Blocks	f. Tests on Paver Blocks

g. Tests on Roofing Tiles Tests on Flooring Tiles Tests on Timber

h. Tests on Steel

i. Tests on Bitumen

j. Concrete parameters like Cube Steel Testing

PMKVY

Pradhan Mantri Kaushal Vikas Yojana (PMKVY) is the flagship scheme of the Ministry of Skill Development & Entrepreneurship (MSDE) implemented by National Skill Development Corporation. The objective of this Skill Certification Scheme is to enable a large number of Indian youth to take up industry-relevant skill training that will help them in securing a better livelihood. Individuals with prior learning experience or skills will also be assessed and certified under Recognition of Prior Learning (RPL). PMKVY programme in Viswajyothi College of Engineering and Technology was inaugurated on 13/11/2018 by Sri P. J. Joseph MLA.

Three courses were started in VJCET

1. Assistant Electrician by Electrical and Electronics Engineering,
2. Junior Software Developer by Information Technology Department and
3. CNC Operator – Turning by Mechanical Engineering Department. Duration of each course is 400 hours

Viswajyothi   Business Incubation Centre (V-BIC)

Realising the need of entrepreneur development among the students and to incubate starup companies in the Campus Viswajyothi Business Incubation Centre (V-BIC) is launched in VJCET on 26.04.2019. In the business incubation centre, startup companies of   students, faculty members, aluminis and technically or professionally qualified youngsters from surrounding area are functioning for business incubation. The space available in VJCET V-BIC is around 3000 square feet, with up-to-date infra structure for business development.

The management team of Viswajyothi Business incubation centre are Mr. Johnson Parayannilam (Management   Coordinator - V-BIC), Dr. K K Rajan (Chief Executive Officer - CEO), Mr. Joe Mathew Jacob (Executive Officer - V BIC), Mr. Jomu M George (Executive Officer - V BIC), Mr. Sanoj Saju (Chief Technology Officer – CTO, V-BIC)

As on now following five start-up companies and IEDC are functioning from V- BIC

M/s Teqnocart Innovations (OPC) Pvt. Ltd.

M/s One Cup Beverages Pvt. Ltd.

M/s Tinos Software and Security Solutions LLP Shri. Sarath G

M/s Ezoro Technologies Pvt. Ltd.

M/s Antilia Solutions

VJCET, IEDC project room is also functioning in V-BIC

SES

The Senior Experten Service (SES) is Germany's leading volunteering organisation for experts and executives who are either retired or taking some time off work

At present, the SES has access to the knowledge and experience of over 12,000 experts from all professional spheres. Since 1983, the SES has completed more than 45,000 voluntary expert assignments in over 160 countries, with approximately a third of the placements being in Germany.

The main beneficiaries of the SES network's expertise are small and medium-sized businesses, public authorities, professional and business associations, social and medical facilities, and institutions which provide basic education or vocational training. In Germany, there is a special focus on supporting the development of young people at school or in training. All SES assignments follow the principle of helping people to help themselves. Their aim is to share knowledge and experience in order to improve other people's future prospects

Foreign Language Division

The German Language Course was launched at VJCET on 4th February 2019. The class was launched with a mission to prepare students to obtain the B2 exam certificate, which is required to be submitted by the candidates along with their German Visa Application.

So far, we have begun 3 batches where the majority of students are GNM or BSC nurses and Engineering students. Hostel accommodation has also been made available for the students. At present we have 4 faculties: Ms. Jessy Mathew and 3 other faculties who are nurses who have passed the B2 exam. We also have professional teachers of German nationality, Fran Renatte Mueller Buck, Herr Rudolf Spiegler and Herr Walter Elsaesser to engage class for B1 & B2

The normal time for an average student to reach B2 level would be 8 – 10 months. By the end of March, an A2 Internal examination was conducted and based on their learning capabilities, the students were divided into 4 groups: A1, A2, B1 and B2.

Our first batch students will appear for the B2 examination in September 2019 and their processing of documents will be started by the middle of August. They will be in a position to travel to Germany by December 2019.

ACADEMIC CALENDER

JULY

1	Wed	
2	Thu	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	
12	Sun	
13	Mon	
14	Tue	
15	Wed	
16	Thu	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thu	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	Aptitude training for S7
29	Wed	Wed Aptitude training for S7
30	Thu	Thu Aptitude training for S7
31	Fri	

AUGUST

1	Sat	Aptitude training for S7
2	Sun	
3	Mon	Aptitude training for S7
4	Tue	Aptitude training for S7 & S5
5	Wed	Aptitude training for S7 & S3
6	Thu	Aptitude training for S7
7	Fri	Aptitude training for S7 & S5
8	Sat	
9	Sun	
10	Mon	Aptitude training for S7
11	Tue	Aptitude training for S7 & S5
12	Wed	Aptitude training for S7 & S3
13	Thu	Aptitude training for S7
14	Fri	Aptitude training for S7 & S5
15	Sat	INDEPENDENCE DAY
16	Sun	
17	Mon	Aptitude training for S7
18	Tue	Aptitude training for S7 & S5
19	Wed	Aptitude training for S7 & S3
20	Thu	Aptitude training for S7
21	Fri	Aptitude training for S7 & S5
22	Sat	Aptitude training for S3
23	Sun	
24	Mon	Aptitude training for S7
25	Tue	Aptitude training for S7 & S5
26	Wed	Aptitude training for S7 & S3
27	Thu	Aptitude training for S7
28	Fri	Aptitude training for S7
29	Sat	
30	Sun	
31	Mon	

SEPTEMBER

1	Tue	
2	Wed	
3	Thu	Aptitude training for S7
4	Fri	Aptitude training for S7
5	Sat	Aptitude training for S7
6	Sun	
7	Mon	Aptitude training for S7
8	Tue	Aptitude training for S5
9	Wed	Aptitude training for S3
10	Thu	Aptitude training for S7
11	Fri	Aptitude training for S5
12	Sat	
13	Sun	
14	Mon	Aptitude training for S7
15	Tue	Aptitude training for S5
16	Wed	Aptitude training for S3
17	Thu	Aptitude training for S7
18	Fri	Aptitude training for S5
19	Sat	Aptitude training for S3
20	Sun	
21	Mon	Aptitude training for S7
22	Tue	Aptitude training for S5 & S7
23	Wed	Aptitude training for S3 & S7
24	Thu	Aptitude training for S7
25	Fri	Aptitude training for S5 & S7
26	Sat	Aptitude training for S3 & S7
27	Sun	
28	Mon	Aptitude training for S7
29	Tue	Aptitude training for S5
30	Wed	Aptitude training for S3

OCTOBER

1	Thu	
2	Fri	
3	Sat	
4	Sun	
5	Mon	
6	Tue	
7	Wed	
8	Thu	
9	Fri	Aptitude training for S5
10	Sat	
11	Sun	
12	Mon	Aptitude training for S7
13	Tue	Aptitude training for S5
14	Wed	Aptitude training for S3
15	Thu	Aptitude training for S7
16	Fri	Aptitude training for S7 & S 5
17	Sat	Aptitude training for S3& S7
18	Sun	
19	Mon	Aptitude training for S7
20	Tue	Aptitude training for S5
21	Wed	Aptitude training for S3
22	Thu	Aptitude training for S7
23	Fri	Aptitude training for S5
24	Sat	
25	Sun	
26	Mon	
27	Tue	Aptitude training for S5
28	Wed	Aptitude training for S3
29	Thu	
30	Fri	Aptitude training for S5
31	Sat	Aptitude training for S3

NOVEMBER

1	Sun	
2	Mon	Aptitude training for S7
3	Tue	Aptitude training for S5
4	Wed	Aptitude training for S3
5	Thu	Aptitude training for S7
6	Fri	Aptitude training for S5
7	Sat	Aptitude training for S3
8	Sun	
9	Mon	
10	Tue	Aptitude training for S5
11	Wed	Aptitude training for S3
12	Thu	
13	Fri	Aptitude training for S5
14	Sat	
15	Sun	
16	Mon	
17	Tue	Aptitude training for S5
18	Wed	Aptitude training for S3
19	Thu	
20	Fri	Aptitude training for S5
21	Sat	Aptitude training for S3
22	Sun	
23	Mon	
24	Tue	Aptitude training for S5
25	Wed	Aptitude training for S3
26	Thu	
27	Fri	Aptitude training for S5
28	Sat	Aptitude training for S3
29	Sun	
30	Mon	

DECEMBER

1	Tue	Aptitude training for S5
2	Wed	Aptitude training for S3
3	Thu	
4	Fri	Aptitude training for S5
5	Sat	Aptitude training for S3
6	Sun	
7	Mon	
8	Tue	Aptitude training for S5
9	Wed	Aptitude training for S3
10	Thu	Aptitude training for S5
11	Fri	Aptitude training for S5
12	Sat	
13	Sun	
14	Mon	
15	Tue	Aptitude training for S5
16	Wed	Aptitude training for S3
17	Thu	
18	Fri	Aptitude training for S5
19	Sat	
20	Sun	
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tue	Aptitude training for S5
30	Wed	Aptitude training for S3
31	Thu	

JANUARY

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

FEBRUARY

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

MARCH

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

APRIL

1	Thu	
2	Fri	
3	Sat	
4	Sun	
5	Mon	Life Skill Training - S2
6	Tue	Life Skill Training - S2
7	Wed	Life Skill Training - S2
8	Thu	Life Skill Training - S2
9	Fri	Life Skill Training - S2
10	Sat	Life Skill Training - S2
11	Sun	
12	Mon	Life Skill Training - S2
13	Tue	Life Skill Training - S2
14	Wed	
15	Thu	Life Skill Training - S2
16	Fri	Life Skill Training - S2
17	Sat	
18	Sun	
19	Mon	
20	Tue	
21	Wed	
22	Thu	
23	Fri	
24	Sat	
25	Sun	
26	Mon	
27	Tue	
28	Wed	
29	Thu	
30	Fri	Invited Talk - TCS

MAY

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

JUNE

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

Extension Numbers of EPABX System

SI No.	Client	Ext.No.	SI No.	Client	Ext.No.
ADMINISTRATION			**ARTIFICIAL INTELLIGENCE ENGG. DEPT.**		
1	Manager	105	33	Staff Room (C1-Block)	301
2	Director	101	**COMPUTER SCIENCE & ENGG. DEPT.**		
3	Trust Office (Treasurer)	102	34	HOD - CSE	300
4	Trust Office	104	35	Staff Room 2 (C2 Block)	302
5	Trust Office (Secretary)	111	36	Staff Room 3 (D1-Block)	303
6	Principal	100	37	Staff Room 4 (D-Block 1st Floor)	304
7	Vice Principal	103	38	Project Lab (A Block)	310
8	Dean (III)	606	39	Hardware Lab (A Block)	311
9	Dean (Academic)	222	40	Multimedia Lab	312
OFFICE			41	Hardware Maintanance	313
10	Administrative Officer	199	42	Network Systems Lab	314
11	Alumni Office		43	Server Room (C1- Block)	315
12	Reception	121	44	Microprocessor Lab (A Block)	316
13	Finance Officer	122	45	CCC	317
14	Office (PRO)	123	46	Dept. Library - CSE	318
15	Office (Rajesh)	133	47	System Administrator	321
16	Office (Jismy/Reena)	144	**INFORMATION TECHNOLOGY**		
17	Office (Anitha/Arun)	155	48	HOD - IT	400
18	Publication Division (Jain)	177	49	Staff Room A Block(Ground Floor)	401
19	Office (Casiher/Jills)	166	50	Staff Room A Block(First Floor)	402
ELECTRONICS & COMM. ENGG. DEPT.			51	Staff Room R&D Block	403
20	HOD - ECE Dept.	200	52	Data Comm. Lab	410
21	Staff Room (C1 Block)	201	53	Programming Lab	411
22	Staff Room (B2-Block)	202	54	DBMS Lab	412
23	Staff Room (C1-Block)	203	**PLACEMENT & TRAINING**		
24	Staff Room (Asst. Prof) (C1-Bl)	204	55	Placement Cell	150
25	Staff Room (C1 Ext)	205	56	Placement Cell - Staff Room	151
26	Staff Room (C3 Block)	206	**LIBRARY**		
27	Circuits Lab - 1	210	57	Library - Librarian	180
28	Circuits Lab - 2	211	58	Library - Staff	181
29	I C Lab	212	**MECHANICAL ENGG. DEPT.**		
30	Systems & Mc Lab	213	59	HOD - Mechanical	500
31	Communication Lab	214	60		
32	M.Tech. Lab	215	61	Staff Room (C3 Block)	501
			62	Staff Room (C3 Block)	502

Extension Numbers of EPABX System

Sl No.	Client	Ext.No.	Sl No.	Client	Ext.No.
63	Staff Room (PG)	504	96	Staff Room 2 (C-217)	652
64	Machine Tool Lab	510	97	Fr. Mathew, Counselling Room	851
65	Fluid Mechanics Lab	511			
66	HM Lab	512	**GENERAL**		
67	Mech. Workshop	514	98	Automation Cell -	345
68	Lab Staff Room	515	99	MBA Guest Room	346
69	Heat Engines Lab	516	100	Class IV- Staff Room - B Block	124
70	CAD Centre	517	101	Class -IV- Staff Room - C Block	125
ELECTRICAL ENGG. DEPT.			102	Security - East Gate	126
71	HOD - Electrical Dept.	600	103	Security - West Gate	127
72	Staff Room (Laboratory-Block)	601	104	Examination Control Room	152
73	Staff Room (C3 Block)	602	105	Site Supervisor	170
74	Staff Room (B2 Block)	603	106	Reprography & Store	191
75	Staff Room (IEEE)	604	107	Canteen	192
76	Staff Room (B2 Block)	605			
77	Staff Room - R&D block	607	**MBA**		
78	Electrical Circuits Lab	610	108	DEAN - MBA	800
79	Electrical Workshop	611	109	HOD - MBA	804
80	Electrical Lab	612	110	Staff Room - MBA	801
81	B. Elec. & Measurements	613	111	Office - MBA	802
82	EEE - Computer Lab	614	112	Library - MBA	803
CIVIL ENGG. DEPT.			**HOSTELS**		
83	HOD - Civil	700	113	Hostel - Ladies	161
84	Dr. M G Grasius	120	114	Hostel - Gents (Warden)	171
85	Staff Room	701	**SUITE ROOMS**		
86	Staff Room D Block 1st floor	702	115	Faculty Suite 1	175
87	Geo Tech Lab	710	116	Faculty Suite 2	176
88	SM Lab	711	117	Faculty Suite MBA Block	811
89	Transportation Lab	712	**Telephone Complaints**		**212/214**
90	Material Testing 2 Lab	713	**Emergency Numbers**		
91	Workshop Civil	714	1	Sunny Jacob, Admin. Officer	*7102
92	Environment Lab	715	2	PRO (Sijumon Francis)	*7103
93	CAD Lab - Civil	716	3	Telephone Complaints (Ginu Jose)	*7213
SCIENCE & HUMANITIES			4	System Admin. (James R Alex)	*7321
94	HOD - Science & Humanities	650	5	Hardware Maintenance(Sijo Mathew)	*7313
95	Staff Room 1	651			

BUS & TRANSPORTATION FACILITY 2019-20

No	Boarding Point	Starting Time	Staff In Charge	Mob: Number	Driver/mob.no
2	Neriamangalam	7.35 AM	Shajan P J	9447181124	C T Valsan
			Dhinu Paul	9400559217	9747911051
3	Aluva	7.15 AM	Anoop C	9947667207	Ponnappan C
			Eldhose Paul	9946405618	9946797133
4	Thommenkuthu	7.35 AM	Brighty Jose	9746067345	Rajesh Manuel\
			Soumya Rani	9961017154	9446802589
5	Koothattukulam	7.15 AM	Prince Kurian	9846952048	K V John
			Krishnendu K.	9496803292	9946309697
6	Oonnukal	7.40 AM	Appu John	9747977173	E V Mathai
			Jis Jose	9496826120	9744503225
7	Puthencruz	7.45 AM	Smitha Jacob	9446943261	Sajeesh Valsalan
			Mili Els Jose	9447240274	9847330512
8	Moolamattam	7.35 AM	Niji Mathews	9847146256	P S Jayan
			Jane Maria S.	9946305217	9747944537
9	Thalayolapparambu	7.20 AM	R Anilkumar	9447659454	V M Varkey
			Ann Preetha Jose	9946641293	9744923792
10	Kakkanadu	7.15 AM	Vanitha Rugmoni	9142100351	Roy John
			Tony D.	9497680830	9656098480
11	Nedungapra	7.45 AM	Biju Varghese	9744289073	K V George
			Seena Paul	9048532747	9400428912
12	Karimannoor	7.40 AM	Lijo Mathew	9447751306	M J Johny
			Jils Vinu	9961478473	9544297112
13	Perumbavoor	7.55 AM	Mahesh Sankar	9847512028	K.A.Jose
			Denny Joseph	9744659051	9846477834
14	Kuruppampady	7.35 AM	Shiju E G	9447580182	Mathew George
			Benny Sebastian	9447581125	9048412370
15	Vyttila	7.15 AM	Ranjini Surendran	9961516990	Sebastian U V
			Abraham Antony	9495321699	9747286159
16	Pala	7.30 AM	Anish M Jose	9447122163	T J John
			James Alex	9400690478	8086303070
17	Thiruvankulam	7.35 AM	Lekshmi M S	9446485935	Paul Manuel
			Manju Thomas	9744239254	9847998339
18	Udumbannoor	7.25 AM	Seethamma George	9447612874	Sasi C K
			Mayadevi P A	9447917995	9495194429
19	Angamaly	7.35 AM	Donia Johnson	9744187391	V U Jose
			Bency Cletus	9961519929	9446888528
20	Veliyelchal	7.25 AM	Regi Abraham	9745228969	Jose K.George
			Anitha Mathew	9446210350	9847487212
21	Spare Driver				Vijayan
					9400871237