



A. R. ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna university, Chennai)
Vadakuchipalayam, Kappiyampuliyur post, Villupuram-605601, Tamilnadu.

Criterion 2 - Teaching – Learning and Evaluation

Key Indicator – 2.5 Evaluation Process and Reforms


2.5.1. Mechanism of internal / external assessment is transparent and the grievance redressal system is time – bound and efficient

NOTE: The supporting documents for this metric exceed the upload limit of 5MB. Hence the documents are made available in HEI website and links for the metric is given below.

INDEX

METRIC	PARAMETER	LINK TO RELEVANT DOCUMENTS
2.5.1	Mechanism of internal / External assessment is transparent and the grievance redressal system is time – bound and efficient	VIEW DOCUMENTS




Dr. R. PANNEERDHASS, M.E., Ph.D.,
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2.5.1. Mechanism of internal / external assessment is transparent and the grievance redressal system is time – bound and efficient

SUB – INDEX

S.NO	DESCRIPTION	PAGE NO
1	Overall flow up of the process of Transparency in Exams, Grievances redressing	2
2	Statistics of Grievances reported and resolved for 2018 - 2019	7
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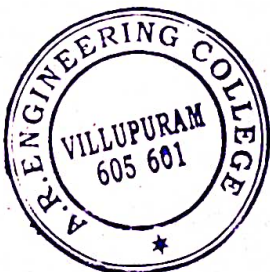
2.5 Mechanism of internal / external assessment is transparent and the grievance redressal system is time – bound and efficient

AUTHENTICATION CERTIFICATE

This is to certify that Awards and recognitions received for Mechanism of internal / external assessment is transparent and the grievance redressal system is time – bound and efficient

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Mechanism of internal/External assessment is transparent and the grievance redressed system is time-bound and efficient

A.R. Engineering College exhibits novel and adaptive mechanism for exam reformation and grievance redressal process. The total examination process is divided and categorized into Internal and External Examination process.

Our College has its affiliation in Tamil Nadu Government run Anna University, Chennai and it is adapting and following the regulations of Anna University. Currently the regulations adapted as per Anna University rules are R2021 and is firmly followed to assessment procedure. The college follows internal and external assessment as per the Anna University norms following

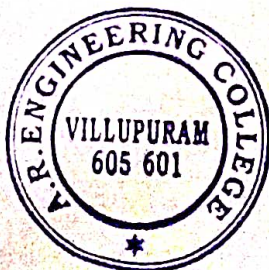
Internal Examination	40%
External Examination	60%


Transparency Mechanism in Internal Examinations

The time frame of internal assessments for a particular academic year for the students in our college are informed to students and staff in the commencement of the semester via academic calendar as per University Regulations. (Sample calendar is attached).

Three internal tests (IAT) (IA-1 Exams, IA-2 Exams, and Model Exams) are adapted for each Program. Attendance in Internal Assessment is Compulsory. Portions for Internal Assessment Tests are divided according to the unit based on the syllabus completed as follows

Internal Assessment	Portions	Marks
Internal Assessment - I	Unit I & II	100
Internal Assessment - II	Unit II & III	100
Model Examination	All 5 Units (I, II, III, IV, V)	100




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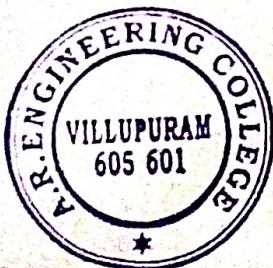



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The internal exams are governed by the centralized Exam cell and some of the glimpses of transparency methods in conduct of Internal Exams at AREC are mentioned herewith.

- ✓ Time table for exams, Hall arrangements and Supervisors list for every Internal Examinations.
- ✓ Preparation of the question paper (QP) for the test in the specified format along with CO Indicated. The question papers will also be authorized by Principal. Scrutiny of QP is carried out by HoD/Subject experts to ensure quality.
- ✓ After the finishing point of the internal tests, within three days, staff members are instructed to evaluate and distributed to the students. If any queries in answer script students can asked to particular staff members.
- ✓ Marks entered in the log book and Authorized by HoD/Principal.
- ✓ After the corroboration by the HoDs and the Principal, indicated on the notice board. Class committee meetings are conducted with faculty, HoD and Principal for remedial actions for improvements and necessary grievances are addressed. One Example to cite at AREC is conduction of coaching class to weak students as per student's request. (Grievances Redressed)
- ✓ Uploading of marks in University web portal and subsequently informed to parents though Whats app




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Transparency in External Examination

The schematic of the process involved in external evaluation is provided herewith

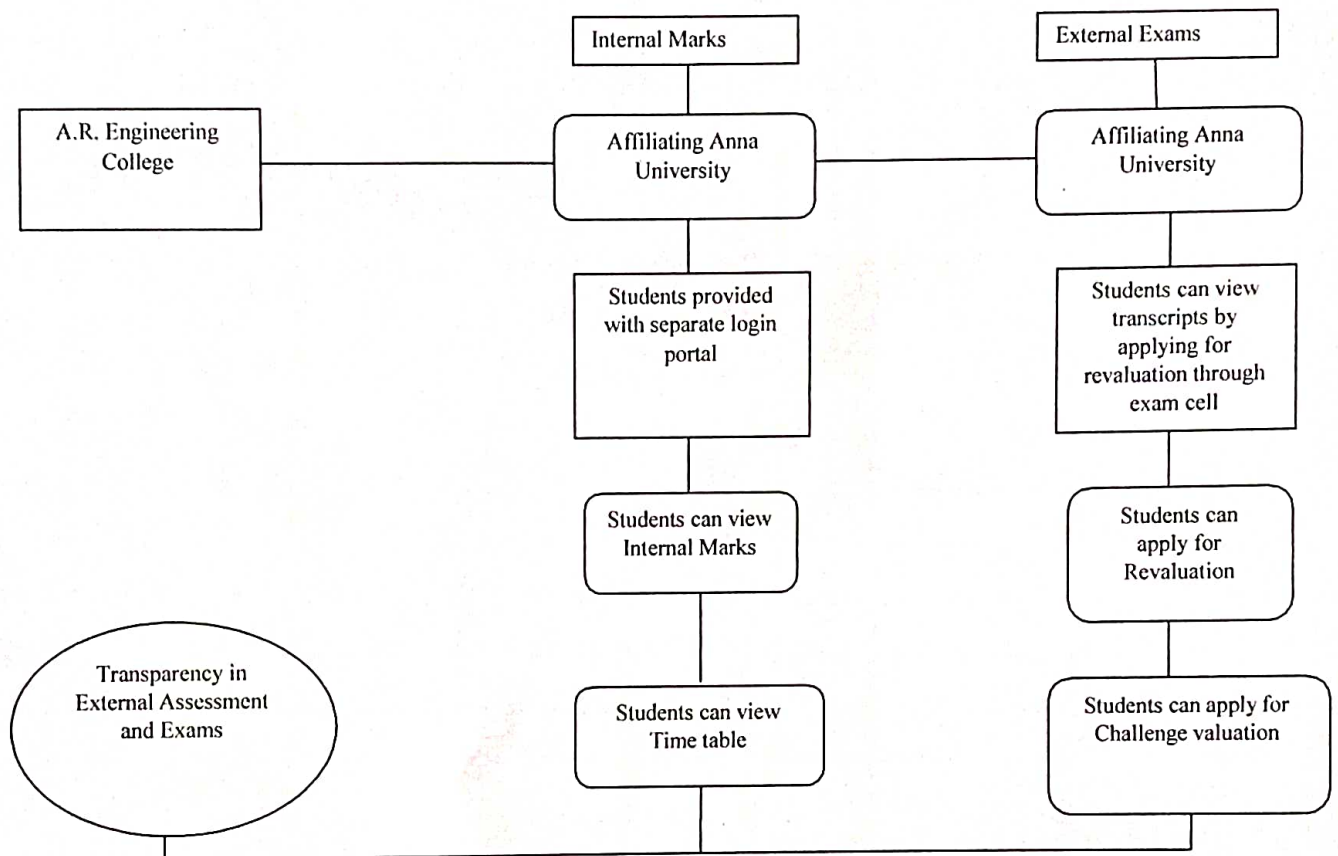
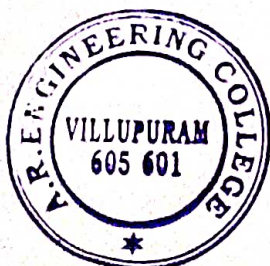


Fig: External Exams Transparency Mechanisms



[Signature]
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The main speciality of this process is the adaptation of COE portal and the entire exam related and grievance related processes are followed and categorized. Some of the procedures and processes involved in COE portal are

- a) Internal Marks Entry
- b) Grievances Reporting
- c) Guidelines for Date of Exam and Attendance due
- d) Applying External revaluation
- e) Receiving Transcripts
- f) Receiving final result through portal

Collection of Grievances

Internal Exams


- a) Through Formal Letters

External Exams

- a) Through COE portal login

All the grievances are addressed in A.R. Engineering College through transparent and efficient member. Also, Regular class committees Meetings are conducted to collect and address the grievances.

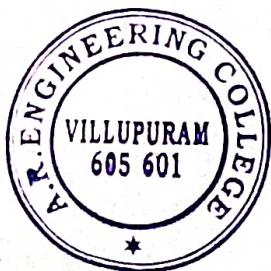
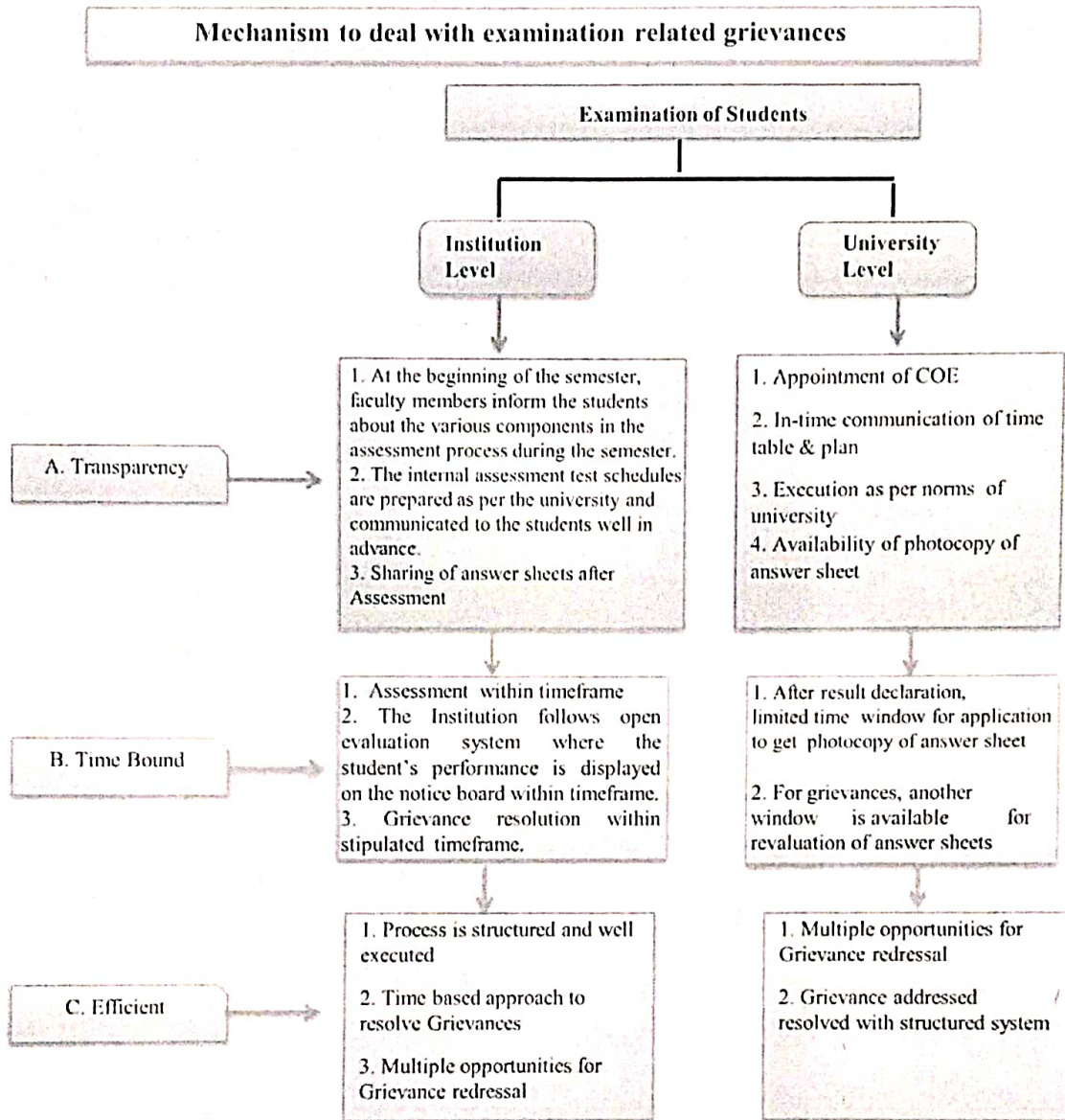



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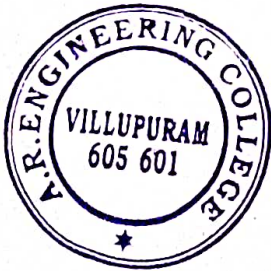
To whom so ever it may

concern2018-2019

Number of Exam Related Grievances addressed

The following table data is provided with proper authentication and Verification of data with us.

Department	Code	No. of Grievances reported	Addressed
B.E – Civil Engineering	103	0	0
B.E – Computer Science and Engineering	104	1	1
B.E – Electrical and Electronics Engineering	105	0	0
B.E – Electronics and Communication Engineering	106	0	0
B.E – Mechanical Engineering	114	2	2



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To whom so ever it may

concern2019-2020

Number of Exam Related Grievances addressed

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Department	Code	No. of Grievances reported	Addressed
B.E – Civil Engineering	103	1	1
B.E – Computer Science and Engineering	104	0	0
B.E – Electrical and Electronics Engineering	105	0	0
B.E – Electronics and Communication Engineering	106	0	0
B.E – Mechanical Engineering	114	1	1




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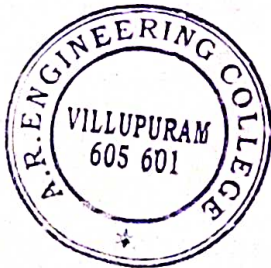
To whom so ever it may


concern2020-2021

Number of Exam Related Grievances addressed

The following table data is provided with proper authentication and Verification of data with us.

Department	Code	No. of Grievances reported	Addressed
B.E – Civil Engineering	103	0	0
B.E – Computer Science and Engineering	104	0	0
B.E – Electrical and Electronics Engineering	105	0	0
B.E – Electronics and Communication Engineering	106	0	0
B.E – Mechanical Engineering	114	0	0




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To whom so ever it may


concern2021-2022

Number of Exam Related Grievances addressed

The following table data is provided with proper authentication and Verification of data with us.

Department	Code	No. of Grievances reported	Addressed
B.E – Civil Engineering	103	0	0
B.E – Computer Science and Engineering	104	1	1
B.E – Electrical and Electronics Engineering	105	1	1
B.E – Electronics and Communication Engineering	106	2	2
B.E – Mechanical Engineering	114	1	1




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To whom so ever it may

concern2022-2023

Number of Exam Related Grievances addressed

The following table data is provided with proper authentication and Verification of data with us.

Department	Code	No. of Grievances reported	Addressed
B.E – Civil Engineering	103	1	1
B.E – Computer Science and Engineering	104	1	1
B.E – Electrical and Electronics Engineering	105	1	1
B.E – Electronics and Communication Engineering	106	2	2
B.E – Mechanical Engineering	114	1	1



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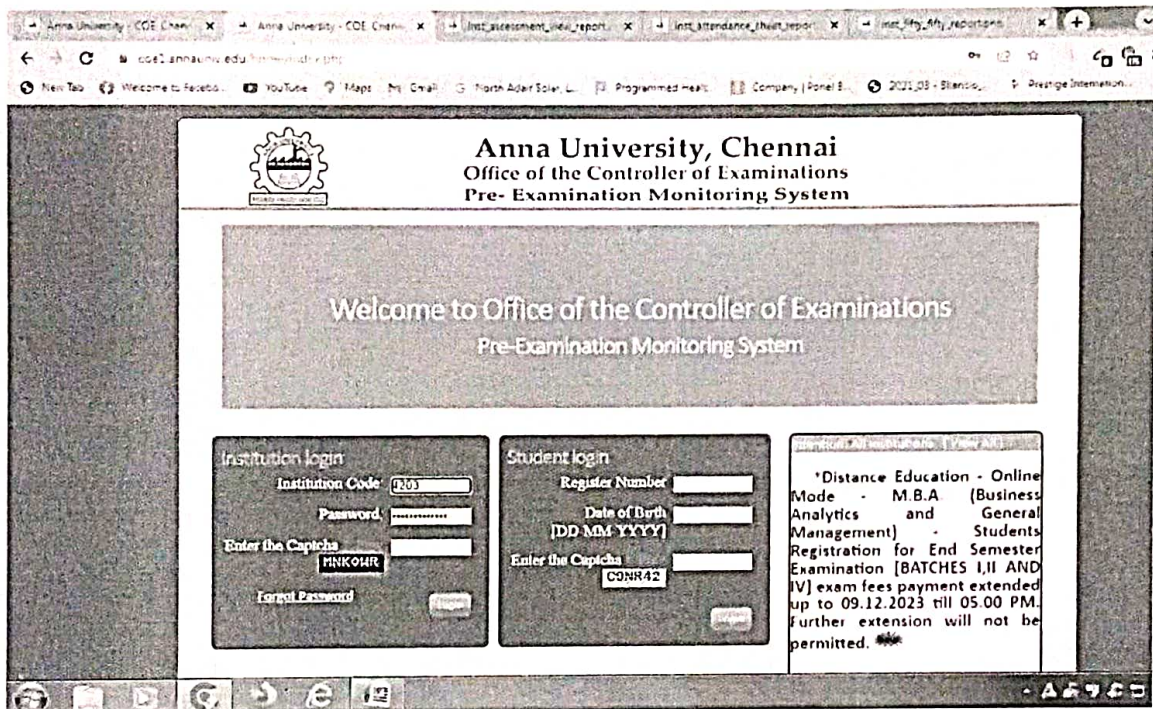
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Transparency in External Exams

Pre Examination Monitoring System

Systematically followed to Monitor and Follow up of Internal Exams and External exams

Institute login



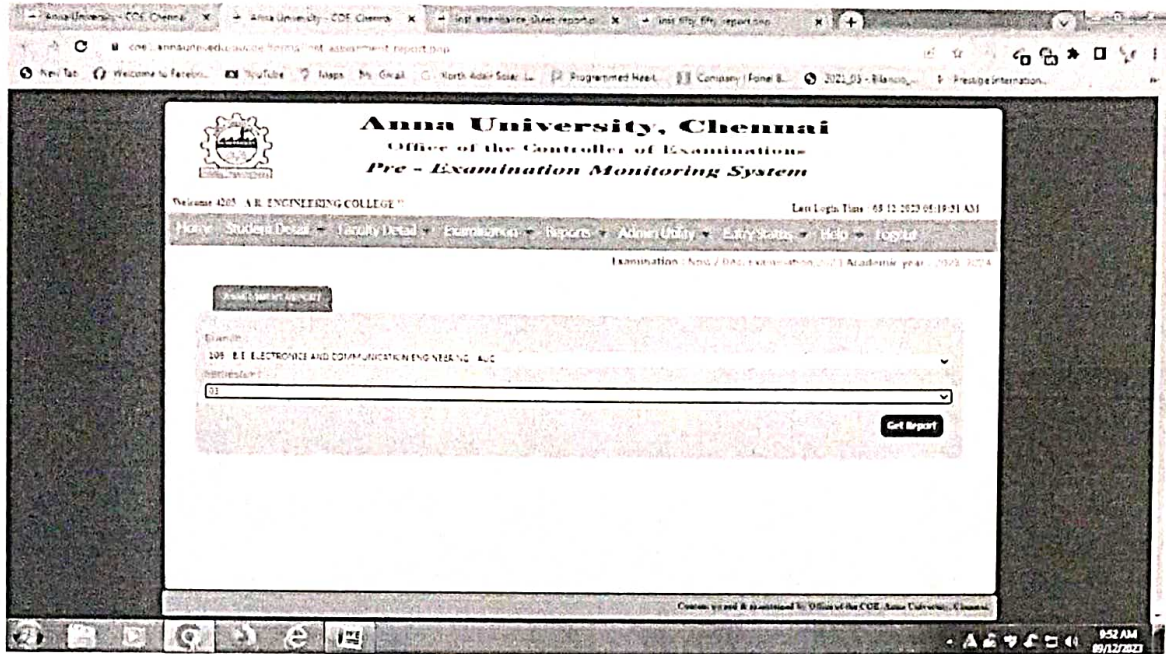
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Assessment Reports Generated Transparently – Pre Examination Monitoring System



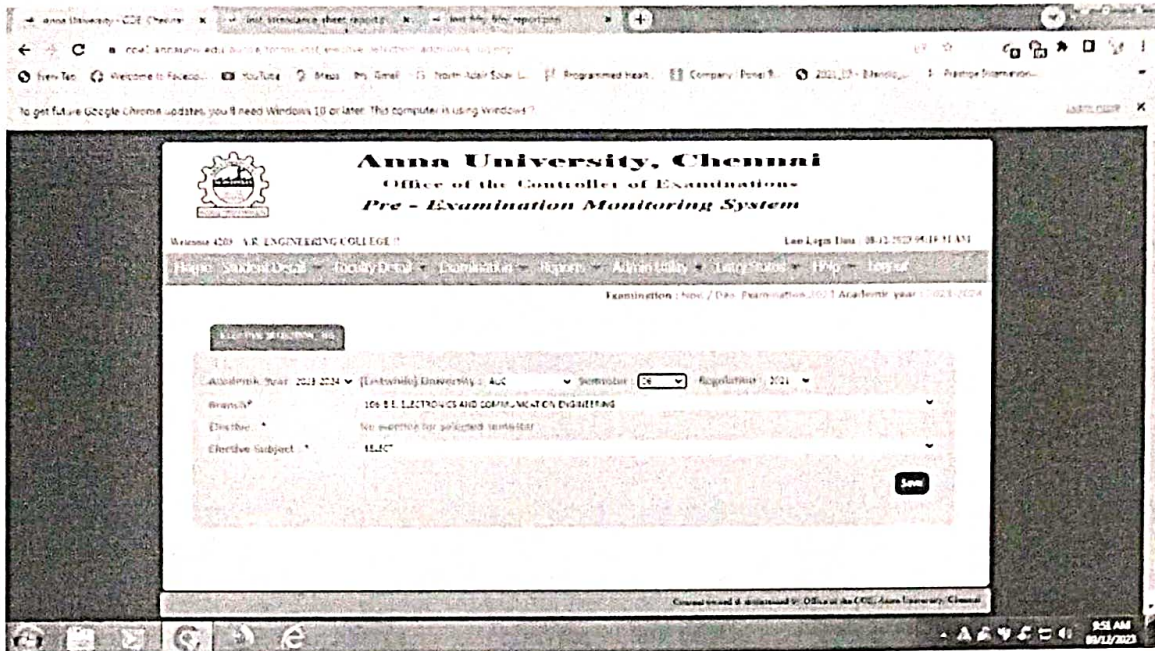

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Elective selection – Transparency – Pre Examination Monitoring system



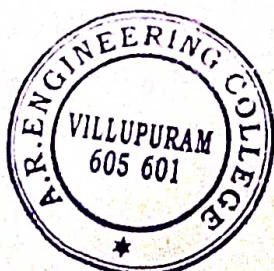
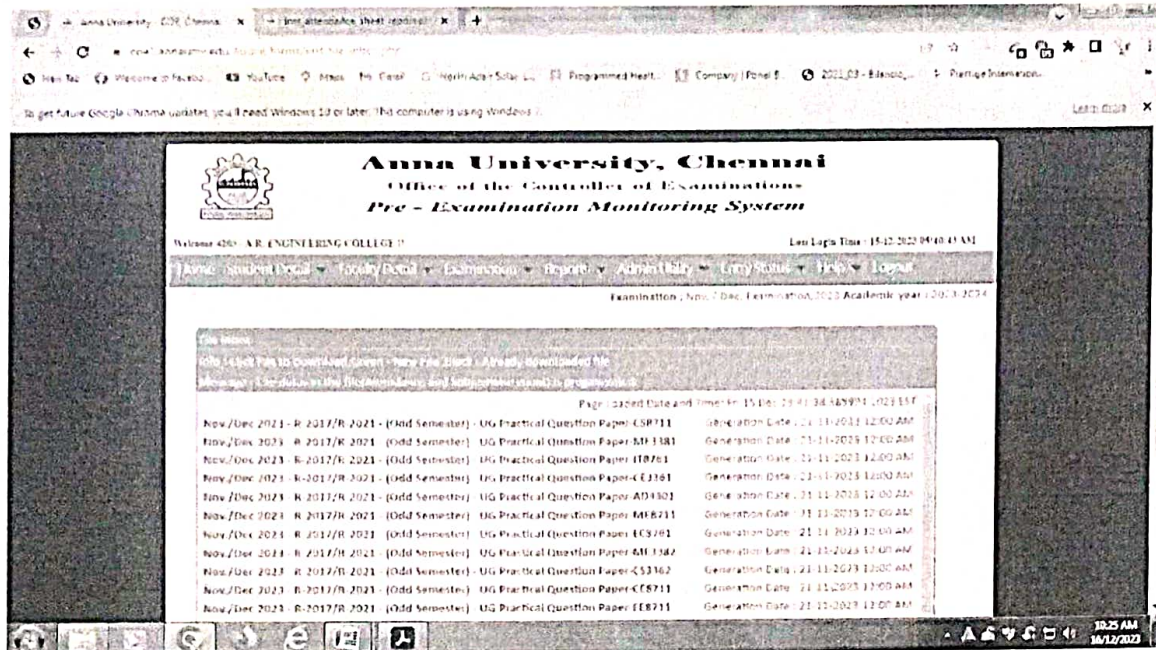

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Question paper – Receiving for Laboratory – Pre Examination Monitoring system



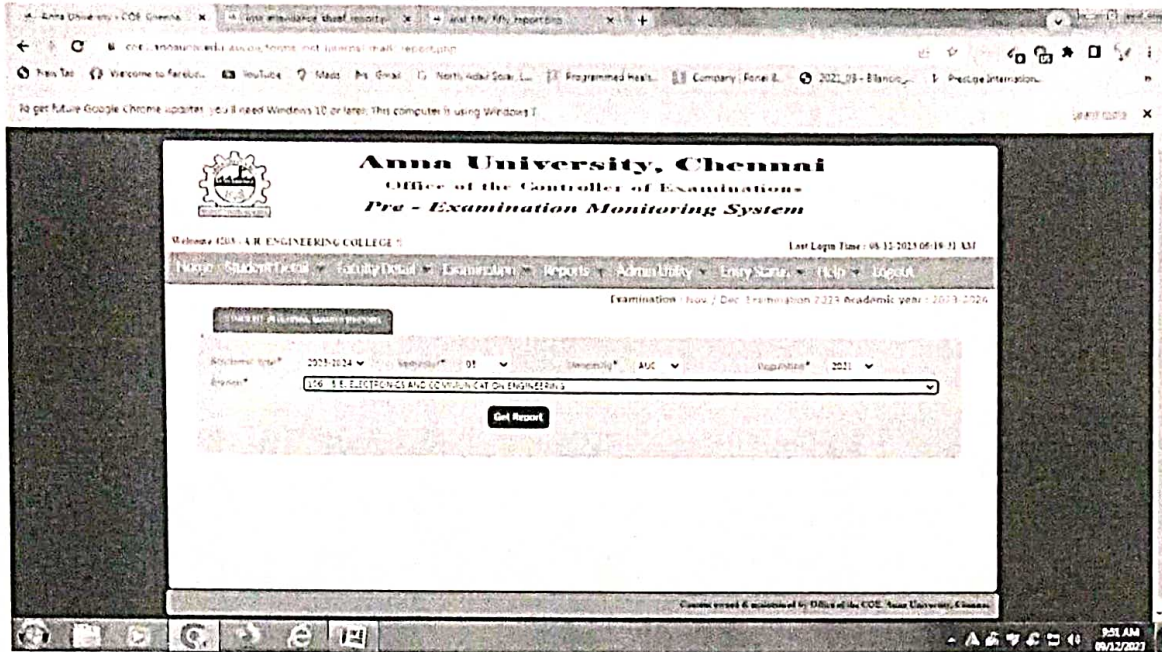

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Internal mark Entry Process – these entered marks shall be transparently viewed by Students Through their login




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Transparency in Time table publishing


Semester Examination Schedule

Sl. No.	Date	Time	Subject	Room
1	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 101
2	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 102
3	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 103
4	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 104
5	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 105
6	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 106
7	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 107
8	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 108
9	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 109
10	15/05/2023	10:00 AM	Engineering Mathematics - I	Room 110

Remarks: The schedule is subject to change without prior notice. Students are advised to check the schedule regularly.

Notes: The examination will be held in the hall specified in the schedule. Students must bring their admit cards and identification cards.



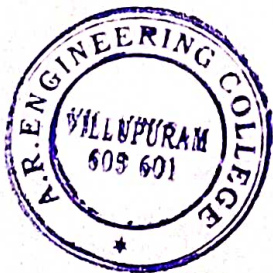
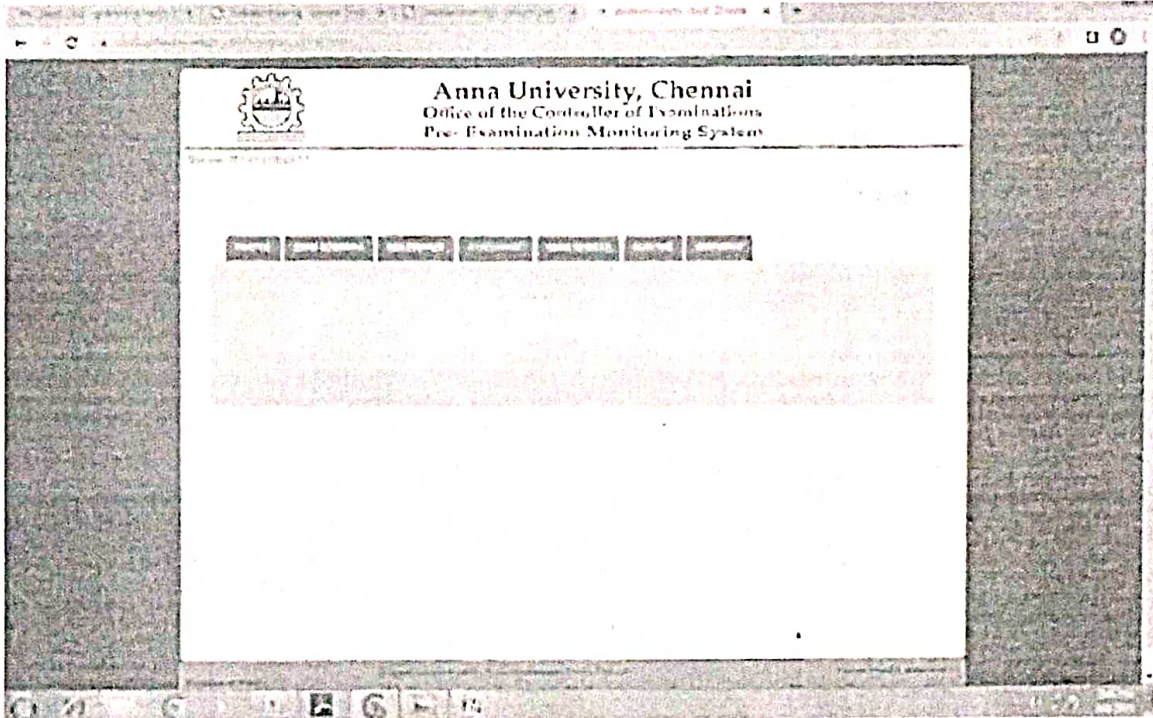

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Transparency in Internal Marks



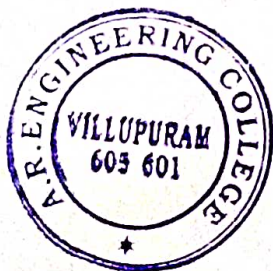
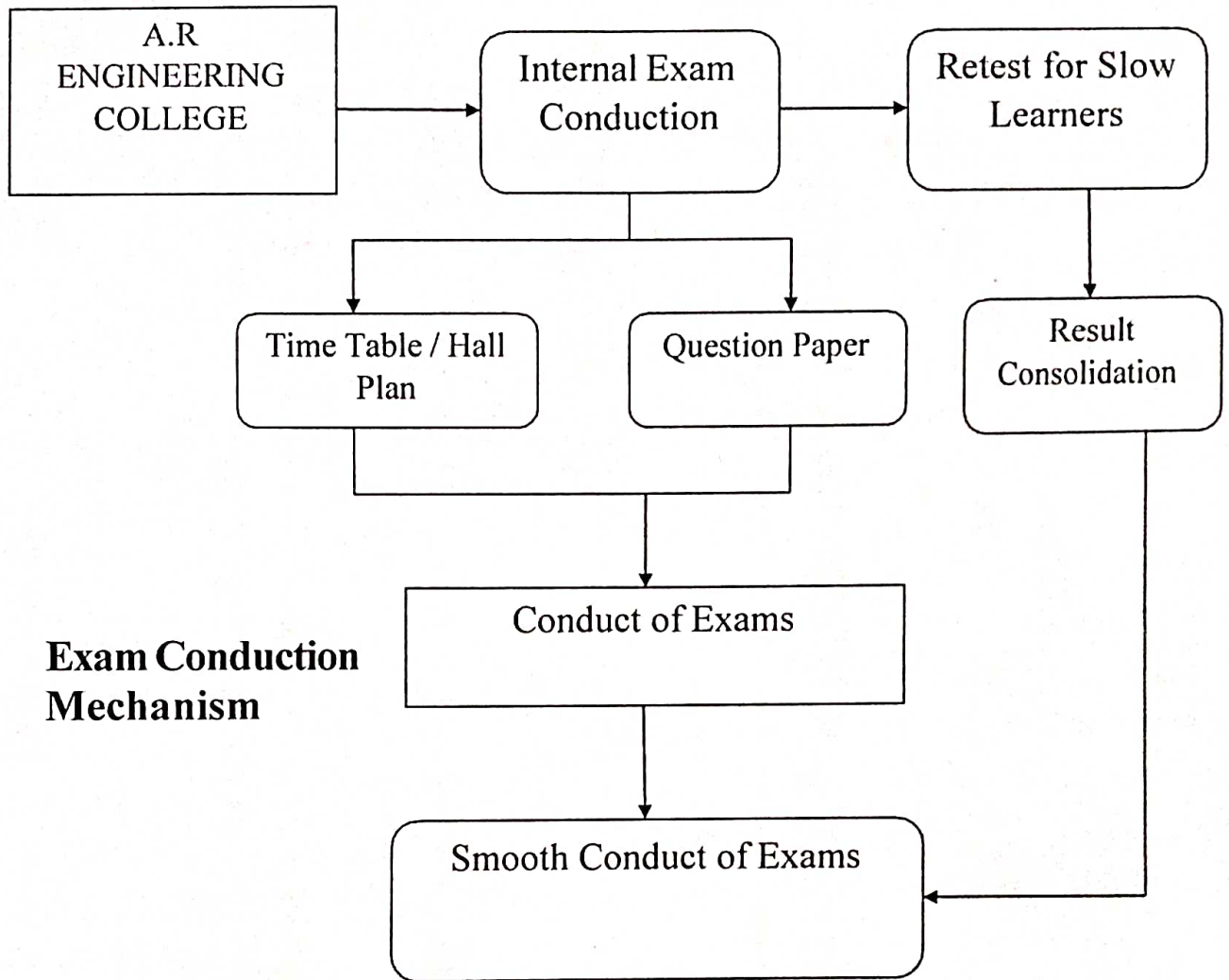
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Exam Conduction Mechanism in a transparent way




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ACADEMIC CALENDAR [2022-2023][Odd Semester [AUG2022-DEC2023]

*Total no of working hours/Day:08

DATE	DAY	MONTH: AUGUST 2022	NO OF WORKING DAYS
1	MON		
2	TUE		
3	WED		
4	THU		
5	FRI		
6	SAT		
7	SUN		
8	MON		
9	TUE	Moharam	
10	WED		
11	THU	Commencement of classes for II,III,IV Year	1
12	FRI		2
13	SAT		3
14	SUN	HOLIDAY	
15	MON	Independence Day-HOLIDAY/ Rangoli Competition	4
16	TUE		5
17	WED		6
18	THU		7
19	FRI	Sri Krishna Jayanthi-HOLIDAY	
20	SAT		8
21	SUN	HOLIDAY	
22	MON	Seminar On Quantitative Apptitude And ExamPreparation	9
23	TUE		10
24	WED		11
25	THU		12




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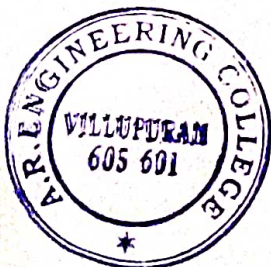



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26	FRI		13
27	SAT	Symposium EEE	14
28	SUN	HOLIDAY	
29	MON		15
30	TUE		16
31	WED	Vinayagar Chaturthi-HOLIDAY	

DATE	DAY	MONTH:SEPTEMBER 2022	NO OF WORKING DAYS
1	THU	Drawing Competition	17
2	FRI		18
3	SAT		19
4	SUN	HOLIDAY	
5	MON		20
6	TUE		21
7	WED		22
8	THU		23
9	FRI	Corona Vaccination Camp-NSS	24
10	SAT	HOLIDAY	
11	SUN	HOLIDAY	
12	MON	Internal Assesment - I Start II, III , IV Year (3 hrs)	25
13	TUE	Internal Assessment Test - I	26
14	WED	Internal Assessment Test - I	27
15	THU	Internal Assessment Test - I	28
16	FRI	Internal Assessment Test - I	29
17	SAT	Internal Assessment Test - I End	30
18	SUN	HOLIDAY	
19	MON		31
20	TUE		32
21	WED		33
22	THU		34




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A. R. ENGINEERING COLLEGE

Department of Mechanical Engineering
K. J. Somaiya Institute of Technology, Gandhinagar, Mumbai - 400 072

Sl. No.	Name of the Candidate	Grade
1		
2		
3		
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[Signature]
 Head of Department
 Department of Mechanical Engineering
 K. J. Somaiya Institute of Technology
 Gandhinagar, Mumbai - 400 072



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Vadakuchipalayam, Kappiyampuliyur post, Villupuram-605601, Tamilnadu.

DATE	DAY	MONTH:OCTOBER 2022	NO OF WORKING DAYS
1	SAT		42
2	SUN	Gandhi Jayanti- HOLIDAY	
3	MON		43
4	TUE	Saraswathi Pooja-HOLIDAY	
5	WED	Vijaya Dashami-HOLIDAY	
6	THU		44
7	FRI		45
8	SAT		46
9	SUN	Milad- un-Nabi HOLIDAY	
10	MON	Internal Assessment -I starts, Ii, Iii, Iv Year (3 Hrs)	47
11	TUE	Internal Assessment Test – II	48
12	WED	Internal Assessment Test – II	49
13	THU	Internal Assessment Test – II	50
14	FRI	Internal Assessment Test – II	51
15	SAT	Internal Assessment Test – II END	52
16	SUN	HOLIDAY	
17	MON		53
18	TUE		54
19	WED		55
20	THU		56
21	FRI		57
22	SAT	symposium CSE	58
23	SUN	HOLIDAY	
24	MON	Diwali HOLIDAY	
25	TUE		59
26	WED		60



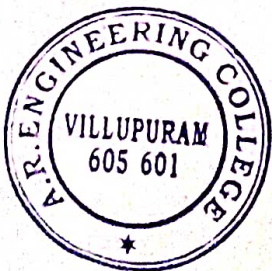

Dr. R. PANNEERDHASS, M.E., Ph.D.,
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27	THU	Symposium EEE	61
28	FRI		62
29	SAT		63
30	SUN	HOLIDAY	
31	MON		64



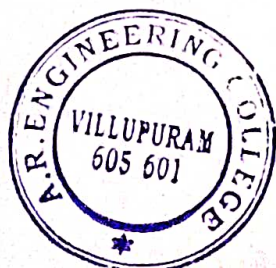

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DATE	DAY	MONTH: NOVEMBER 2022	NO OF WORKING DAYS
1	TUE		65
2	WED		66
3	THU		67
4	FRI		68
5	SAT	HOLIDAY	
6	SUN	HOLIDAY	
7	MON		69
8	TUE		70
9	WED		71
10	THU	Symposium CIVIL	72
11	FRI		73
12	SAT		74
13	SUN	HOLIDAY	
14	MON	Commencement of Induction Programme for I year	75
15	TUE	Model Exam-I Starts II, III, IV Year	76
16	WED	Model Exam-I	77
17	THU	Model Exam-I	78
18	FRI	Model Exam-I	79
19	SAT	Model Exam-I	80
20	SUN	HOLIDAY	
21	MON	Model Exam-I END Commencement of Classes for I Year [Marked in the bracket]	81(1)
22	TUE	Commencement of Practical Examinations-II,III,IV Year	82(2)
23	WED		83(3)
24	THU		84(4)
25	FRI	Symposium CSE	85(5)
26	SAT		86(6)




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27	SUN	HOLIDAY	
28	MON		89(7)
29	TUE		88(8)
30	WED	Last Working Day for III,IV Year	89(9)




Dr. R. PANNEERMASS ME., PH.D.,

Principal
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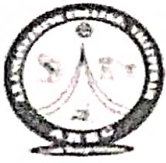
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DATE	DAY	MONTH: DECEMBER 2022	NO OF WORKING DAYS
1	THU	Commencement of AU Semester Examinations-III,IV Year	90(10)
2	FRI	Last Working Day for II Year	91(11)
3	SAT		(12)
4	SUN	HOLIDAY	
5	MON	Commencement of Practical Examinations-II Year	
6	TUE		(13)
7	WED		(14)
8	THU	Symposium ECE	(15)
9	FRI		(16)
10	SAT		(17)
11	SUN	HOLIDAY	
12	MON	Commencement of AU Semester Examinations -II Year	(18)
13	TUE		(19)
14	WED	Symposium CIVIL	(20)
15	THU		(21)
16	FRI		(22)
17	SAT	HOLIDAY	
18	SUN	HOLIDAY	
19	MON	Symposium MECII	(23)
20	TUE		
21	WED		(24)
22	THU		(25)
23	FRI	Christmas day celebration	(26)
24	SAT		(27)
25	SUN	Christmas HOLIDAY	
26	MON		(28)
27	TUE		(29)
28	WED		(31)
29	THU		(32)




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30	FRI		(33)
31	SAT		(34)



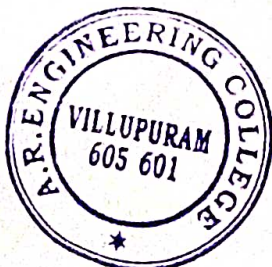

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DATE	DAY	MONTH: JANUARY 2023	NO OF WORKING DAYS
1	SUN	New Year-HOLIDAY	
2	MON		(35)
3	TUE		(36)
4	WED		(37)
5	THU		(38)
6	FRI	Internal Assesment- I Starts (First Year)	(39)
7	SAT	Internal Assesment – I	(40)
8	SUN	HOLIDAY	
9	MON	Internal Assesment- I	(41)
10	TUE	Internal Assesment – I	(42)
11	WED	Internal Assesment- I	(43)
12	THU	Internal Assesment-I Ends (First Year)	(44)
13	FRI		(45)
14	SAT	HOLIDAY	
15	SUN	Pongal HOLIDAY	
16	MON	Thiruvalluvar Day HOLIDAY	
17	TUE	Uzhavar Thirunal HOLIDAY	
18	WED		(46)
19	THU		(47)
20	FRI		(48)
21	SAT		(49)
22	SUN	HOLIDAY	
23	MON	Gate Coaching starting IV year	(50)
24	TUE	Gate Coaching	(51)



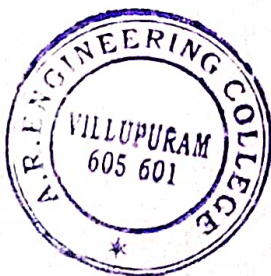

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25	WED	Gate Coaching	(52)
26	THU	Republic Day-HOLIDAY	
27	FRI	Gate Coaching	(53)
28	SAT	Gate Coaching end IV Year	(54)
29	SUN	HOLIDAY	
30	MON		(55)
31	TUE		(56)




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Academic Schedule By Anna University

Date: 17.08.2022

CENTRE FOR ACADEMIC COURSES

ANNA UNIVERSITY: : CHENNAI - 600 025

ACADEMIC SCHEDULE FOR NON-AUTONOMOUS AFFILIATED COLLEGES

August 2022 - December 2022 (Semester III)

UG (FT/PT) & PG (FT/PT) Degree Programmes



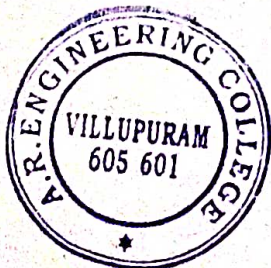
Sl. No	Programme	Semester	Commencement of Classes	Last working day	Commencement of Practical Examinations	Commencement of End Semester Examinations
1	B.E / B.Tech (Full Time)	III				
2	B.Arch (Full Time)	III				
3	B.E / B.Tech (Part-Time)	III	22.08.2022	08.12.2022	10.12.2022	21.12.2022
4	M.B.A (Full-Time & Part Time)	III				
5	M.B.A (5 Yrs. Integrated)	III				

RE - OPENING DAY FOR THE NEXT SEMESTER: 23.01.2023 (Monday)

NOTE:

1. The Theory and Practical Examination schedules will be published in due course (Practical Examinations will be conducted before the theory examinations)
2. If necessary, loss of classes due to various curricular / co-curricular activities of the department / college may be compensated by conducting classes on Saturdays.

DIRECTOR
ACADEMIC COURSES




Dr. R. PANNEERDHASS, M.E., Ph.D.,
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Vadakuchipalayam, Kappiyampuliyur post, Villupuram-605601, Tamilnadu.

Date: 02.11.2022

REVISED

CENTRE FOR ACADEMIC COURSES

ANNA UNIVERSITY - CHENNAI - 600 025

ACADEMIC SCHEDULE FOR NON-AUTONOMOUS AFFILIATED COLLEGES

August 2022 - December 2022 (ODD SEMESTER - Except Semester III)

UG Programmes

Sl No	Programme	Semester	Commencement of Classes	Last working day		Commencement of Practical Examinations		Commencement of End Semester Examinations	
				Existing	Revised	Existing	Revised	Existing	Revised
1	B.E / B.Tech (Full-Time)	V, VII	10.08.2022	19.11.2022	06.12.2022**	21.11.2022	19.01.2023	01.12.2022	08.12.2022
2	B.E / B.Tech (Part Time)	V, VI	10.08.2022	19.11.2022		21.11.2022		01.12.2022	
3	B.Arch (Full-Time)	V, VII, IX							

RE - OPENING DAY FOR THE NEXT SEMESTER: 30.01.2023 (Monday)

NOTE:

- The Theory and Practical Examination schedules will be published in due course (Practical Examinations will be conducted before the theory examinations)
- If necessary, loss of classes due to various curricular / co-curricular activities of the department / college may be compensated by conducting classes on Saturdays.

** In order to ensure minimum no. of working days, the following Saturdays are declared as working days.

Sl. No.	Working Days (Saturdays)	Time Table of the Week Day to be Followed	Sl. No.	Working Days (Saturdays)	Time Table of the Week Day to be Followed
1	20.08.2022	Monday	6	05.11.2022	Monday
2	03.09.2022	Friday	7	12.11.2022	Tuesday
3	17.09.2022	Wednesday	8	19.11.2022	Wednesday
4	15.10.2022	Tuesday	9	26.11.2022**	Thursday
5	29.10.2022	Wednesday	10	03.12.2022**	Friday

[Signature]
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[Signature]
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Date: 02.11.2022

REVISED - I



CENTRE FOR ACADEMIC COURSES

ANNA UNIVERSITY: : CHENNAI - 600 025

ACADEMIC SCHEDULE FOR NON-AUTONOMOUS AFFILIATED COLLEGES

August 2022 - December 2022 (Semester III)

UG (FT/PT) & PG (FT/PT) Degree Programmes

Sl. No.	Programme	Semester	Commencement of Classes	Last working day		Commencement of Practical Examinations		Commencement of End Semester Examinations	
				Existing	Revised	Existing	Revised	Existing	Revised
1	B.E. / B.Tech (Full-Time)	II	22.08.2022	08.12.2022	27.12.2022	10.12.2022	18.01.2023	21.12.2022	29.12.2022
2	B.Arch (Full-Time)	III							
3	B.E. / B.Tech (Part-Time)	III	22.08.2022	08.12.2022	-	10.12.2022	18.01.2023	21.12.2022	29.12.2022
4	MBA (5 Yrs-Integrated)	III							
5	MBA (Full Time & Part-Time)	III	01.09.2022	19.12.2022	-	21.12.2022	18.01.2023	02.01.2023	29.12.2022

RE - OPENING DAY FOR THE NEXT SEMESTER: 01.02.2023 (Wednesday)

NOTE:

1. The Theory and Practical Examination schedules will be published in due course (Practical Examinations will be conducted before the theory examinations)
2. If necessary, loss of classes due to various curricular / co-curricular activities of the department / college may be compensated by conducting classes on Saturdays

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ACADEMIC COURSES

DAC/SE



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CENTRE FOR ACADEMIC COURSES

ANNA UNIVERSITY: : CHENNAI - 600 025

ACADEMIC SCHEDULE

August 2022 - December 2022 (ODD SEMESTER)

UG & PG (Regular / Self Supporting) Programmes offered in University Departments

(CEG / MIT / ACT / SAP Campuses)

Date: 15.12.2022

REVISED - II



Sl. No.	Programme	Semester	Commencement of Classes	Last working day		Commencement of End Semester Examinations	
				Existing	Revised	Existing	Revised
1	B.E. / B.Tech. (Full-Time)	III, V, VI	17.08.2022	15.12.2022	23.12.2022**	21.12.2022	28.12.2022
2	B.Arch. (Full-Time)	II		26.11.2022	-	02.12.2022	-
3	M.Sc. (5 years) (Full-Time)	II					

NOTE:

1. Date of Commencement of Enrollment : 10.08.2022
2. Date of Application for Condonation : 03.11.2022 for B.Arch / M.Sc. (5 yrs) and 30.11.2022 for B.E./B. Tech.
3. Generation of Prevention List : 26.11.2022 for B.Arch / M.Sc. (5 yrs) and 23.12.2022 for B.E./B. Tech.
4. Clarification day : 19.01.2023 to 21.01.2023
5. Re-Opening day for the next semester : 23.01.2023 (Monday)
6. The Theory and Practical Examination schedules published in due course by the Additional Controller of Examinations (UDs) Anna University, Chennai should be followed. (Practical Examinations will be conducted before the theory examinations)
7. Assessment Schedule for the August 2022 - December 2022 should be followed strictly

**In order to ensure minimum no. of working days, the following Saturdays are declared as working days.

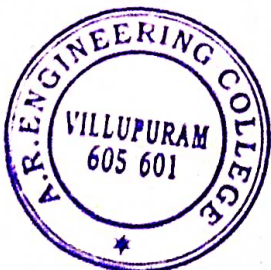
Sl. No.	Working Days (Saturdays)	Time Table of the Week Day to be Followed
1	27.08.2022	Friday
2	10.09.2022	Wednesday
3	24.09.2022	Monday
4	15.10.2022	Tuesday
5	29.10.2022	Wednesday

Sl. No.	Working Days (Saturdays)	Time Table of the Week Day to be Followed
6	12.11.2022	Thursday
7	26.11.2022	Friday
8	03.12.2022	Monday
9	10.12.2022	Tuesday
10	17.12.2022**	Wednesday

[Signature]
15/12/2022

DIRECTOR
ACADEMIC COURSES

DAC 58



[Signature]
Dr. R. PANNEERDHASS, M.E., Ph.D.,
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Vadakuchipalayam, Kappiyampuliyur post, Villupuram-605601, Tamilnadu.

Date: 02.11.2022

CENTRE FOR ACADEMIC COURSES

ANNA UNIVERSITY - CHENNAI - 600 025

ACADEMIC SCHEDULE FOR NON AUTONOMOUS AFFILIATED COLLEGES

November 2022 - April 2023 (SEMESTER I)

UG (FT/PT) Degree Programmes



Sl. No.	Programme	Semester	Commencement of Induction Programme	Commencement of Classes	Last working day	Commencement of Practical Examinations	Commencement of End Semester Examinations
1	B.E / B.Tech (Full Time)	I	14.11.2022	28.11.2022	23.03.2023	25.03.2023	05.04.2023
2	B.Arch (Full Time)	I	14.11.2022	28.11.2022	15.03.2023	25.03.2023	05.04.2023
3	B.E / B.Tech (Part Time)	I	-	14.11.2022	01.03.2023	25.03.2023	05.04.2023


RE-OPENING DAY FOR THE NEXT SEMESTER: 15.05.2023 (Monday)

NOTE:

1. The Theory and Practical Examination schedules will be published in due course. (Practical Examinations will be conducted before the theory examinations)
2. If necessary, loss of classes due to various curricular / co-curricular activities of the department / college may be compensated by conducting classes on Saturdays.


DIRECTOR
ACADEMIC COURSES




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PROCEDURE FOR RE-VALUATION & PHOTOCOPY

OFFICE OF THE CONTROLLER OF EXAMINATIONS


ANNA UNIVERSITY :: CHENNAI -- 25

PROCEDURE FOR OBTAINING PHOTOCOPY OF ANSWER SCRIPTS NOVEMBER / DECEMBER 2021 PG - EXAMINATIONS

1. Colleges can download the softcopy of the results of November / December 2021 PG examinations in pdf format from the official web portal of this office <https://ceet1.annauniv.edu>. Based on that the students who are not satisfied with the results may apply for the photocopy of their answer scripts to apply for revaluation.
2. Candidates who wish to apply for revaluation should first apply for photocopy of his/her answer script by paying Rs.300/- per script on or before 17-05-2022. The Principals are requested to register for the same in the web portal on or before 17-05-2022. The web portal will be closed on 17-05-2022 at 5.00PM.
3. After receiving the photocopy, the student can verify the answer script for any discrepancy like total mistake and omissions in the valuation and the same may be brought to the notice of the Controller of Examinations for remedial action.
4. Discrepancies such as missing of pages, answer scripts not belonging to the student etc., may be reported through the web-portal. After the problem is solved i.e. receipt of the copy of the correct answer script, the college must update in the web portal as "PROBLEM SOLVED". Only after solving the issue, the revaluation of the answer scripts will be permitted.
5. The students of closed colleges may apply for photocopy manually through the Zonal Offices concerned. However, the students of closed colleges within the Zones 1 to 4 may apply for photocopy through the office of the Controller of Examinations, Anna University, Chennai.
6. The valuation in the photocopy of the answer script can be verified by the subject expert and if the expert is convinced that the script deserves higher marks than awarded, he/she can recommend for applying revaluation.
7. The application for revaluation of answer scripts for the persons obtained photocopy will be attended after the supply of photocopy.
8. Candidates who have applied for Photocopy and Revaluation alone are eligible for the Review for their answer script (by sending the procedure fee) after the Publication of the Revaluation Results. The details of the Review Procedure will be announced along with the revaluation results.


CONTROLLER OF EXAMINATIONS



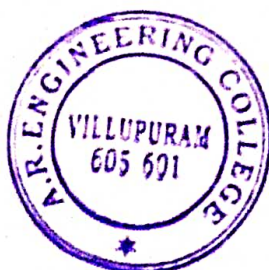
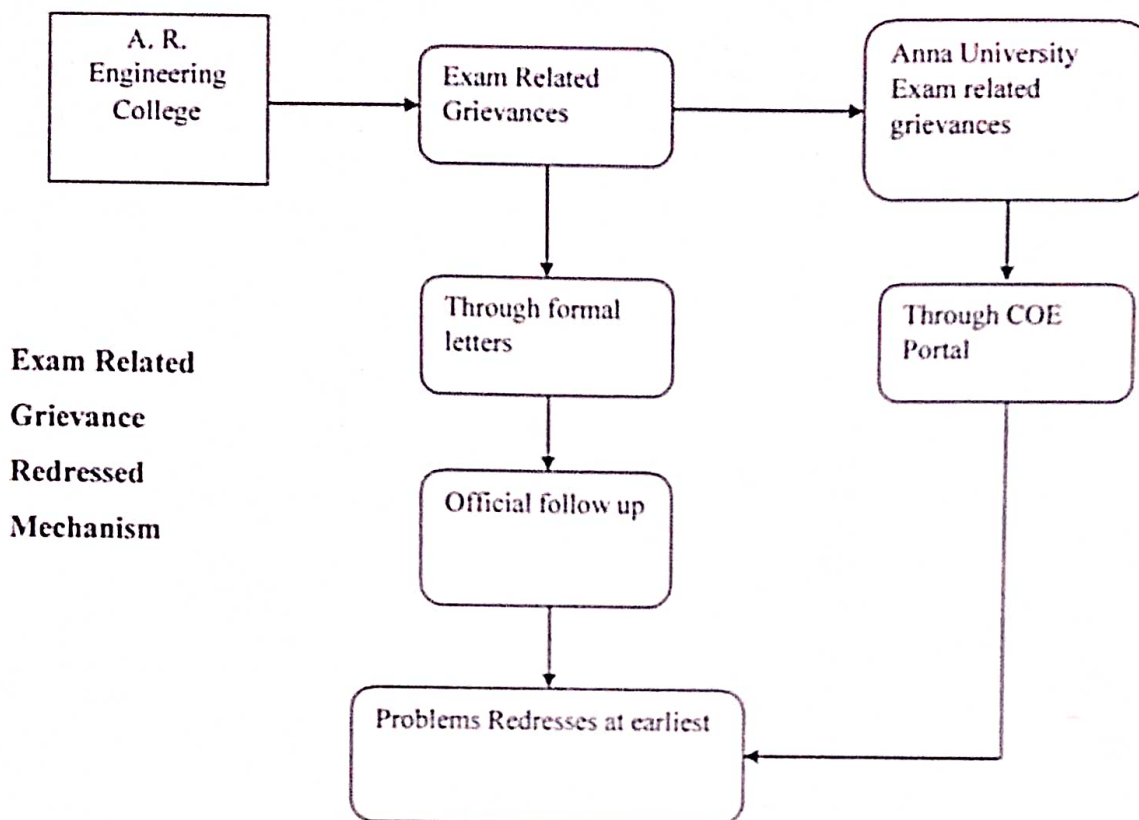

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Collection and Grievances redressal Mechanism




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Grievance Redressal Mechanism

Manual grievances report by students through formal letters

Separate the formal letters given for the recording grievances and it is addressed through Exam cell coordinators and concerned faculty members.

Grievances Listed by Students

1. Need Coaching for week subjects
2. Need Duplicate ID card
3. Need Duplicate Hall ticket
4. Name Correction in Certificates
5. Mark sheet – Lost – Follow up
6. Need to Apply photo copy and revaluation




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Grievance 01

Need Coaching for Week Subjects Signals and System For Electronics and Communication Engineering

Circular

Dear Students,

We would like to inform you that the Department of Electronics and Communication Engineering will be conducting a coaching session for students who need additional assistance in Signals and System. The coaching session will begin on September 22, 2022, and all students are required to attend.

The coaching session is aimed at providing extra support to students who may be struggling with the subject of Signals and System. During the session, our experienced faculty members will provide a comprehensive overview of the subject matter and answer any questions that you may have.

The coaching session is open to all students who are currently enrolled in the Department of Electronics and Communication Engineering. We strongly encourage all students who feel they may benefit from the session to attend. By attending, you will be able to improve your understanding of the subject matter and enhance your academic performance.

The coaching session will take place in Room FF2 in the Block 2 From 9.30 AM to 4.45 PM. Please make sure to arrive on time and bring any relevant course materials with you. We look forward to seeing you at the coaching session. Sincerely,




Dr. R. PANNEERDHASS, M.E., Ph.D.
PRINCIPAL
A.R. ENGINEERING COLLEGE
VADAKUCHIPALAYAM,
KAPPIYAMPULIYUR POST,
VILLUPURAM-605 601.



A. R. ENGINEERING COLLEGE

(Approved by AICTE, New Delhi & Affiliated to Anna university, Chennai)
Vadakuchipalayam, Kappiyampuliyur post, Villupuram-605601, Tamilnadu.

Mr.P.Saravanan, HoD – Department of Electronics and Communication Engineering

List of Students attended

Subject : Signals and System

Hall : FF2

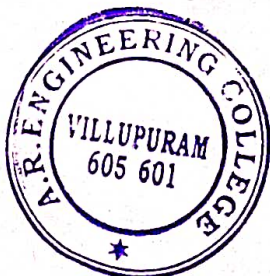
Staff : Mr.N.Muthukumaran

S.No	Register No.	Students Name	Signature
1.	420321106001	ANTHONY MERCY G	<i>Anthony</i>
2.	420321106002	ANUCIYA G	<i>Anuchiya</i>
3.	420321106003	ARTHI K	<i>Arthy</i>
4.	420321106004	ARUNTHDEVI M	<i>Arundevi</i>
5.	420321106005	BHUVANESHWARAN S	<i>Buvaneshwar</i>
6.	420321106009	DHIVYA B	<i>Dhivya</i>
7.	420321106010	DIVYA M	<i>Divya</i>
8.	420321106011	GOPINATH S	<i>Gopinath</i>
9.	420321106013	JAYA SATHYA R	<i>Jaya Sathya</i>
10.	420321106014	KALAIYARASI E	<i>Kalyasa</i>
11.	420321106015	KARTHIKEYAN G	<i>Karthikeyan</i>
12.	420321106016	KAVIYA V	<i>Kaviya</i>
13.	420321106017	KEERTHIKA E	<i>Keerthana</i>
14.	420321106018	KIRUBAKARAN R	<i>Kiruba</i>
15.	420321106019	MEERA S	<i>Meera</i>
16.	420321106024	SIVAJOTHI R	<i>Sivajothi</i>
17.	420321106026	SWETHA S	<i>Swetha</i>
18.	420321106029	VIJAYALAKSHMI S	<i>Vijayalakshmi</i>
19.	420321106301	ARAVINDHAN	<i>Aravindhan</i>

M. Saravanan
Faculty Advisor

N. Muthukumaran
HoD

R. Panneerdhass
Principal



R. Panneerdhass
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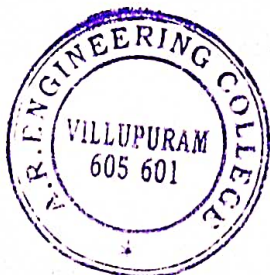
Students feedback on Coaching Class


On September 22, 2022, The Department of Electronics and Communication Engineering held a coaching session for students who needed additional assistance in Signals and System. The Session was held in FF2 in Block 2 from 9.30 AM to 4.45PM.

During the coaching session, experienced faculty members provided a comprehensive overview of the subject matter and answered questions from the students. The faculty members were able to provide valuable insights and guidance on the subject, Which helped the students to improve their understanding of Signals and System.

The coaching session was well-attended, with a large number of students from the Department of Electronics and Communication Engineering present. The students were engaged and actively participated in the session, asking questions and seeking clarification on the subject matter.

Overall, The coaching session was a success and provided valuable support to students who may be struggling with Signals and System. We hope that the Department of Electronics and Communication Engineering will continue to provide such coaching sessions in the future, as they are an effective way to enhance academic performance and improve the understanding of complex subjects.



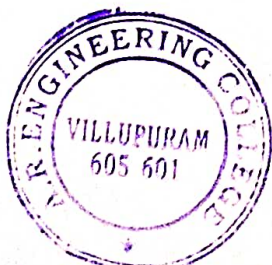

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Grievance 02

From

GURUNATHAN R

420320106002

Department of Electronics and Communication Engineering

A.R. Engineering College

Kappiyampuliyur

To

The Principal

A.R. Engineering College

Kappiyampuliyur

Respected Sir,

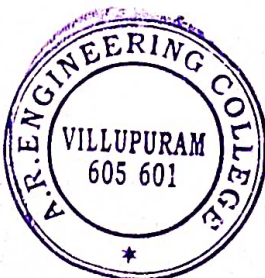
I am Gurunathan R, a student of Electronics and Communication Engineering at A.R. Engineering College. I am writing to request a duplicate hall ticket as I have lost the Original one issued by Anna University. I am scheduled to appear for my upcoming examinations, and without a hall ticket, I will not be able to write the exams. I have made every effort to locate the original hall ticket but have been unable to do so.

Therefore, I request you to issue a duplicate hall ticket for my upcoming examinations. I have attached a copy of my ID proof and other necessary details for your reference. I would be grateful if you could expedite the process and issue the duplicate hall ticket at the earliest.

Thank you Sir

Sincerely,

GURUNATHAN.R



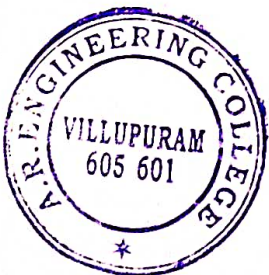
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Grievances Redressal




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