

The syllabus, rules & regulations with regard to attendance, evaluation process, internal and external examination marks and minimum credits required for degree for all the programs offered by the Institute are made available to the students through the syllabus book. Details are also displayed on the Institute notice board. A copy of the same is also made available with head of the departments and few copies available in the library. These details are also displayed on the Institute and affiliating University web sites.

These regulations also include the rules for promotions to higher classes with back logs, if any and contains the number of contact hours, both theory and practical's and number of units included in each subject in addition to, the list of experiments to be carried out by the student in each semester.

On the induction day the head of the departments will inform the above details to the students and their parents requesting them to read the contents in the hand book and follow them accordingly. The periodic instructions issued by the parent university are promptly communicated to the students.

Essay type questions answered by the students and evaluated by the teachers. After evaluation the papers are shown to students, discussed with the students. If the students are satisfied with the marks awarded by the teacher, his signature is obtained on the answer sheet. If the students are not satisfied, he makes an appeal to the HOD who in turn will constitute a committee and the committee will look into the grievances raised by the students. This shows the transparency of the evaluation process adopted by the institute.