



FREQUENTLY ASKED QUESTIONS

What is the attendance requirement in NIT- Trichy?

The **minimum attendance** requirement to sit for the semester examinations is **75%** in every subject. Students whose attendance is **between 75% and 50%** in any given subject shall **attend mandatory classes** after the current session's semester examinations to make up for the lack of attendance in that particular subject.

What is the assessment pattern?

The assessment pattern varies depending on the interests of the professor concerned. In general, there are **two cyclic tests (CTs)** followed by the **end semester examinations**. **Assignments** might also be counted as assessments. The weightage for the same will be decided by the concerned faculty.

What is the system of evaluation in NIT- Trichy?

NITT follows the **Grade Point Average (GPA)** system. Semester / Supplementary examinations are evaluated using **relative grading** only. Grade points are assigned as follows : **S - 10; A - 9; B - 8; C - 7; D - 6; E - 5; F - 0 (FAIL); X - 0 (ABSENT IN FINAL ASSESSMENT); V-0 (PREVENTED FROM WRITING THE EXAM BECAUSE OF INSUFFICIENT ATTENDANCE)**.

What is CGPA?

CGPA (Cumulative Grade Point Average) is the ratio of the sum of product of number of credits of a course with the grade point scored in that course, taken for all the courses in the program, to the sum of the number of credits of all the courses in the program.

$$\text{CGPA} = \frac{\text{Sum (Credits x Grade points)}}{\text{Sum of Credits}}$$

What is meant by 'credit'?

Credits are points that every student has to complete to get their bachelor's degree. Each subject is allotted a certain number of credits and there is a maximum number of credits that a student can take in one semester. Students can choose how many subjects to take as electives in each semester but by the end of fourth/fifth year, the minimum number of credits per department should be met.

Under what circumstances can a student opt for a compensation exam?

If a student has **missed** any of the cyclic assessments for **valid reasons**, he / she will be able to take up a compensation exam for the same. The student must notify the faculty in advance with **valid proof** to support his / her claims. Compensation exams will not be held for the end semester examinations.

How will labs be taken during the online semester?

Specialized software which caters to the lab requirements would be recommended/provided to the students by the professors. There would be **demonstrations** where the professor would show the students how to obtain a particular result for an experiment. The students would be then required to replicate those results on their own.

How are the Final End of Semester Exams conducted Online?

The End Semester exams are conducted through a **specialised online portal** that serves the students with the **shuffled question paper sets**.

How are the Online classes conducted?

The **Microsoft teams** Application is used as the primary online teaching platform and the students shall be grouped based on their departments and their respective courses. The **classes are recorded** and saved to a folder that the students can access if he/she has network issues.

How does inquiry about the subject doubts work?

The students can clarify their doubts anytime during the online lecture by using the "**raise your hand**" option in the Microsoft Teams platform and then unmute themselves and speak.

How do holidays work and where do I seek information regarding holidays and exams?

The holidays are scheduled based on the **Institute Calendar**. The Institute Calendar contains all the details regarding holidays (summer vacation, winter vacation and Government holidays) and the exams starting from the cycle tests to End semester examinations.

What is a course plan?

A course plan tells the student about the **topics that are to be covered in that particular course**. A course plan in general contains the **syllabus** of a particular course and the **materials (books) suggested** by the institute for that particular course.

What is a Class Committee?

The Class Committee serves as the bridge between the department faculty and the students. The Class Committee meeting is conducted twice every semester (one each, after every cycle test) where the Professors and students of respective departments participate and express their opinions on the lectures and the proficiency of the students.

How will the study material be shared to the students?

The portal which the professors use for conducting classes (i.e.) Microsoft Teams would be used to post study materials (ppts, pdfs etc), cyclic tests and assignments.

What are the Roles of First Year Coordinator, Dean and HOD?

First Year Coordinator: Dr. R. Karvembu

WEBMAIL ID: kar@nitt.edu

Presides over all Academic Activities happening in the First Year.

Dean Academics: Dr. S. Shanmugam

WEBMAIL ID: deanap@nitt.edu

- ❖ Admission, Enrollment
- ❖ Academic Schedule / Calendar, Assessments
- ❖ Publication and distribution of the syllabi
- ❖ Temporary Break of Study, Admission Cancellation

- ❖ Scholarships, No Objection Certificate
- ❖ Industrial Visits
- ❖ Curriculum Development, Board of Studies
- ❖ Feedback and follow-up
- ❖ Academic Audit, Data Management
- ❖ Co-ordination for the conduct of Convocation & Institute Day
- ❖ Data for Convocation / Institute Day
- ❖ Maintenance of Academic Records, Archiving of Academic Records
- ❖ Information for RTI / MHRD queries, NAD
- ❖ Any other duty assigned by the Institute etc

Dean Student Welfare: Dr. N. Kumaresan

WEBMAIL ID: deansw@nitt.edu

- ❖ All Fests: Festember, Pragyan, NITTFEST & Other Cultural/Technical events
- ❖ All Student Clubs (Approval, fund allocation & monitoring)
- ❖ Sports, All sports centres, Swimming pool & Gym
- ❖ Discipline (Institute)
- ❖ Student Council (Election and mentoring)
- ❖ Students Rules and Regulations
- ❖ Student Aid fund, Student Insurance & Scholarships
- ❖ Allocation of Department Association Fund

What are the Services Provided by the Central Library?

NIT Tiruchirappalli Central Library offers **membership facilities** to retired faculty members, staff, Alumni of the Institute, academic institutions, professionals, teaching fraternity, individuals working for corporates and Government Organizations. This membership involves only borrowing facility and reference to the print collection. Borrowing privileges do not include articles, data, reports, etc. from our electronic collection.

Access to our library and memberships are governed by rules and regulations of NIT Tiruchirappalli Central Library, that are revised from time to time.

What are Octagon Student Account, Webmail Account and MIS Account?

Each and every student will be provided with an Octagon Student Account/ Institute Email Account and a MIS account by the CSG Department to have access to E-Resources and E-Learning affiliated by the Institute.

Octagon Student Account :To have access to Devices in the Institute

Institute Email Account : Official Institute edu tagged Email Account provided by the Institute

MIS Account : Student Management Information System account for tracking and storing students Academic Informations

How does Revaluation, Supplementary Exam, Course Repetition work?

Supplementary Exams

Students who get the 'F' or 'X' grade and satisfactory attendance in core courses are eligible for Supplementary Examination.

The Supplementary Examination will be conducted by the course teacher who offered the course or a faculty member nominated by the HoD.

For taking Supplementary Examinations, the students have to register for all the failed courses with a prescribed examination fee.

The weightage for the supplementary examination shall be 100%. Absolute grading system with a passing minimum of 35% shall be followed.

In case a student fails in the Supplementary Examination he/she has to reappear till the student passes the course.

Re-Evaluation

Students can review all his/her evaluated answer scripts of the assessments (excluding laboratory examinations, comprehensive examination, internship, industrial lecture and project work), and can get them re-totaled/revalued by the faculty member concerned. This may or may not change the grades. The teacher shall forward a revised grade, to the Dean (Academic) through the Head of the Department and the Chairperson, Performance Analysis Committee, if such a necessity arises. However, if there is any grievance in the evaluation of an assessment task, which is not settled by the Faculty in charge of the course/Head of the Department, the Dean (Academic) after verifying whether the grievance is genuine can recommend to the Chairperson of the Senate for appropriate remedial measures. The entire revaluation process has to be completed within 2 weeks after reopening of the institution for the next semester. Any request by the students after this period will not be considered.

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A student who earns a V grade in a core course has to repeat it compulsorily when the course is offered subsequently. A student securing a V grade in an elective course may repeat it or may opt for another elective course to complete the requirements.

What is the Student Council body and its role?

The Student Council is the voice of the students and looks into all matters of interest to the students. It is a medium of communication between the students and the management of the college.

The hierarchy of the association includes a **President** from final year, **Vice-President** from pre final year and a **General Secretary** from second year -who are elected by the students to represent them for a period of one year. They are responsible for coordinating the various cultural and social activities conducted in the college including NITTFest and Festember.

What are the Roles and Responsibilities of a Class Representative?

Each Section from a Department should **elect a Class Representative** for their Class, **One Boy and One Girl (Preferably)**

Their duties include:

- ❖ To Act as a Medium of Communication between Faculties and Students by maintaining an **Official Class Whatsapp group**
- ❖ To Preside and Represent Students' concerns in **Class Committee Meetings**
- ❖ To Manage Academic Schedules based on Faculty's and Student's Flexibility

What is the Procedure for Scholarship and Fee Reimbursement?

If a student avails for Scholarship through various Government Scholarship programmes, they can get sanctioned by submitting the list of documents required to the Admin with the help of the Student council. The Institute will reimburse the previously paid amount after successfully verifying your documents.