

RAJAGIRI SCHOOL OF ENGINEERING & TECHNOLOGY
(A CMI INSTITUTION)

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RSET

**RAJAGIRI SCHOOL OF
ENGINEERING & TECHNOLOGY**

Striving for Holistic Excellence

ACADEMIC HANDBOOK 2018

Name : _____

Programme : B.Tech / M.Tech / PhD

Roll Number : _____

Semester : _____

Branch : _____

CMI EDUCATION POLICY STATEMENT

We, the Carmelites of Mary Immaculate, after the example of our founder Saint Kuriakose Elias Chavara, consider education as the integral formation of the human person for the fulfilment of his/her individual and social responsibilities.

Our educational endeavors aim at forming leaders who are intellectually competent, spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable, who will champion the cause of justice, love, truth and peace, and who are ever open to further growth.

The secret of the success of our educational institutions is a community of teachers who are committed to their vocation, professionally competent, morally upright, just and humane in dealings, culturally sensitive and who grow in the true vision of education.

We aspire towards creating a just and humane society where dignity of the human person is respected, where unjust social structures are challenged, where our cultural heritage of ahimsa, religious harmony and national unity are upheld, and where the poor and the marginalized are specially taken care of.

We have to reach out to the families, primarily of the students, to assist them in their needs, to share in their joys and sorrows, and to help them experience love and freedom so that the students realize that our educational institutions are an extension of their homes.

Our institutions are open to all students irrespective of caste and creed; they are accepted and cherished as they are and are helped to grow in their cultural, social and religious traditions. As they are privileged to be in our institutions, they will also have the right to get acquainted with the person of Jesus Christ and his Gospel. Being institutions established and administered by and for a minority community based on religion, they will give preference to Christians in admissions and appointments and have a special concern for the faith formation of the Christian youth.

Our institutions are also open to the society at large by making their resources available for the ongoing education and growth.

For the realization of this CMI goal of education, we invite students, parents and teachers to share this vision and to cooperate with us wholeheartedly.

RAJAGIRI ANTHEM

Rajagiri – Oh the Hill of the King
Reign you as the caring king
Reaching out to souls come seeking
Righteous way of true living

Be you the dream of searching minds
A beacon of light, with a vision to guide
Bold in the mission to excel ever
Bright in our learning endeavour

Training to transcend the limits of time
Spreading its wings surpassing the space
Leading the way to integrity
From bondage to spirit of freedom

(Critical outlook and creative act
Reflective poise for a committed cause
Fed by the fire of conviction
Achievement of glory in service)

Chorus:

And for us, Rajagirians, Rajagiri is...
Our way of life, our task 'n tradition
A luminous star on the learning horizon
We cherish the way you nourish your own
And pledge ourselves to do you proud.

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INSTITUTIONAL INFORMATION

PROFILE:

Rajagiri School of Engineering & Technology (RSET), established in 2001, is a private self-financing college, affiliated to the A.P.J. Abdul Kalam Technological University, Trivandrum, Kerala from 2015 onwards. The college is approved by the All India Council for Technical Education, New Delhi. RSET offers 7 UG, 6 PG and 5 PhD programmes.

Five of the seven UG programmes, i.e. B.Tech. Applied Electronics & Instrumentation, B.Tech. Computer Science & Engineering, B.Tech. Electrical & Electronics Engineering, B.Tech. Electronics & Communication Engineering, and B.Tech. Information Technology, are accredited by NBA till June 30, 2020. The institution is accredited with A Grade in the second cycle by NAAC.

RSET is an endeavour of the Sacred Heart Province of the Carmelites of Mary Immaculate (CMI) – the first-ever indigenous religious congregation for men in the Syrian Catholic tradition of Christianity in India. The CMI congregation, canonically established in 1855, played a major role in revolutionizing the education scene in Kerala in the late 19th century. Heirs to the profound vision of St. Kuriakose Elias Chavara, one of the founding fathers of the congregation, the CMIs' have zealously worked towards providing value-based quality education to society at large, irrespective of religious differences, down the centuries. Today, the congregation has more than 400 educational institutions, from schools to professional colleges under its umbrella.

The Rajagiri Valley campus is a perfect blend of the urban and the rural: while the verdant and serene backdrop of the self-contained campus provides the ideal atmosphere for stimulating the creativity and intellectual pursuits of the academia, the close proximity to the industrial belt of Kerala, the Infopark, and the proposed Smart City helps in providing the students with exposure to the practical aspects of their profession. This ensures a smooth transition from the institution to the industry for our graduates.

VISION

To evolve into a premier technological and research institution, moulding eminent professionals with creative minds, innovative ideas and sound practical skill, and to shape a future where technology works for the enrichment of mankind.

MISSION

To impart state-of-the-art knowledge to individuals in various technological disciplines and to inculcate in them a high degree of social consciousness and human values, thereby enabling them to face the challenges of life with courage and conviction.

OBJECTIVE

The institution has the broad objective of being an active agent of change by responding to the needs and challenges of the times. This is achieved basically through the process of education, training and research.

PROGRAMMES OFFERED

B. Tech. Degree	Sanctioned Intake
Applied Electronics & Instrumentation Engineering*	(AEI) 60
Civil Engineering	(CE) 60
Computer Sciences & Engineering*	(CSE) 180
Electrical & Electronics Engineering*	(EEE) 60
Electronics & Communication Engineering*	(ECE) 180
Information Technology*	(IT) 60
Mechanical Engineering	(ME) 120

Accredited by NBA till June 30, 2020

M. Tech. Degree

Communication Engineering	(COME) 24
Computer Science and Information Systems	(CSIS) 24
Industrial Drives and Control	(IDAC) 24
Network Engineering	(NE) 18
Signal Processing	(SP) 18
VLSI and Embedded Systems	(VAES) 24

Ph. D. Degree

Electronics & Communication Engineering	9
Electrical & Electronics Engineering	4
Information Technology	3
Mechanical Engineering	1
Mathematics	10

CLASS TIMINGS:

The class timings are as follows:

08.25 a.m.	First Bell
08.30 a.m.	Second Bell followed by College Anthem
08.30 - 09.35	First Hour
09.35 - 10.30	Second Hour
10.30 - 10.45	Break
10.45 - 11.40	Third Hour
11.40 - 12.35	Fourth Hour for second, third and fourth years/Lunch break for first year
12. 35 - 01.35	Fourth Hour for first year/Lunch break for second, third and fourth years
01.35 - 02.30	Fifth Hour
02.30- 02.40	Break
02.40 - 03.35	Sixth Hour
03.35 - 04.30	Seventh Hour

On Fridays,

There are four hours in the forenoon.

Afternoon timings are as follows:

12.35 - 02.00	Lunch Break
02.00 - 02.50	Fifth Hour
02.50 - 03.40	Sixth Hour
03.40 - 04.30	Seventh Hour

REGULATIONS

CODE OF CONDUCT:

1. The working hours are from 8.30 a.m. to 4.30 p.m. Students should on no account arrive late in the classroom. They should be inside their classroom at the stroke of the first bell. At the stroke of the second bell, students should stand up for the Rajagiri anthem.
2. **B.Tech students should wear the complete uniform, with their photo identity cards, on all days, including those days on which there are no regular classes.**
3. **The prescribed style of the uniform shirt is half-sleeves. Variations from the prescribed style will not be permitted unless prior sanction on genuine grounds is obtained from the Principal. The uniform shirt should be neatly tucked in, and students are to wear only black/brown belts. Headscarves, if worn, should be black in color.**
4. **Boys should have their hair cut neat and short. Students are to wear shoes/footwear with back straps to college. All students are required to compulsorily wear shoes to prescribed laboratories for safety purposes.**
5. **All post graduate students should come to the campus in formal dress. Jeans, Leggings, T-shirts and other casual wear are not allowed in the institution. Boys should have their hair cut neat and short, and should be dressed in shirts and trousers. Girls should be dressed in sari or salwar kameez with shawl. Photo identity cards are compulsory on all days.**
6. **Students should abide by the dress code specially prescribed by the college authorities for events at which uniforms are not compulsory (e.g. Onam celebrations, Farewell etc). Variations will not be permitted. Dress code for such occasions will be separately specified.**
7. **Students are expected to be polite in language and behavior. They should greet their teachers when they first meet them for the day.**

When the teacher enters the classroom the students should stand up, and remain standing until the teacher asks them to sit down.

8. Misbehavior towards girl students, use of threat or violence against members of the staff or fellow students will be considered as very serious cases of misconduct.
9. Students are advised to check RSMS, and the notice boards every morning and evening. They should also check the A.P.J. Abdul Kalam Technological University website and the RSET institutional website regularly.
10. Students should use the property of the institution with care and keep the buildings and the premises clean. In case of material damage to the institutional property caused by indifference or deliberate action, compensation, as decided by the authorities, should be paid by the student or guardian.
11. Smoking and consuming alcoholic drinks are strictly prohibited in the campus and hostels. Damaging furniture, defacing the walls, repeated absence from the class without leave, misbehavior in class, general neglect of studies and of other duties will be considered as serious offences.
12. Eatables are strictly prohibited inside the classroom. Students who bring their lunch should take their lunch at the Common Room in the Chavara Hall.
13. Birthday celebrations should not be organized in the college campus.
14. Students are advised not to invite friends to visit them in the institution during working hours or during any of the programmes conducted by the institution.
15. As per the Government directive, camera cell phones are banned on the campus. Use of mobile phones is strictly forbidden inside the college buildings. Students are advised not to bring mobile phones and other valuables to the campus.
16. **First year B.Tech. students are not allowed to bring either two wheelers or four wheelers to the campus. However students (2nd,**

- 3rd & 4th years of B.Tech. M.Tech., and PhD only) who wish to bring their own vehicles to the campus have to apply for vehicle entry permit in the prescribed format. The student will have to submit copies of his/her valid driving license, RC book in his/her name, and a letter from his/her parent permitting him/her to use the vehicle in order to apply for the permit. Vehicle entry permits in the form of stickers valid for one academic year will be issued for two/ four wheelers. Vehicles without such valid stickers will not be permitted inside the campus. Students who violate the stipulated conditions will forfeit their vehicle entry permit for the academic year and will have to pay a hefty fine.**
- 17. Over speeding in the campus will result in cancellation of vehicle entry permit.**
 - 18. Helmet is mandatory for two wheelers; and seat belts are compulsory for four wheelers.**
 - 19. Ragging/any type of misconduct towards any student will be considered as criminal offence and will be immediately reported to the police. Perpetrators will not be permitted to continue their studies.**
 - 20. Politics is banned in the college campus including the hostels. The members of the college community are not allowed to act on behalf of the political parties or communal organizations.**
 - 21. Students are forbidden to organize meetings or collect money for any purpose, or to circulate in the institution any notice or petition, or to display them on the notice board or the institution's premises without the permission of the Principal.**

TESTS & EXAMINATIONS

FOR B.TECH. PROGRAMME

1. Students must take all the examinations and tests conducted by the college. Absence from a test will result in the forfeiture of their internal marks.
2. Students are required to possess 80% attendance to be permitted to take the internal examinations.
3. The maximum marks for internal evaluation and end semester examination is fixed as 50 and 100 respectively. The internal evaluation breakup is as given below:

Evaluation	Marks
Internal Tests	40
Assignments	10
Maximum marks	50

There will be two internal tests. Test I will be after completion of Modules I & II, and Test II after completion of Modules III & IV.

In case of students who are absent for a test on genuine grounds, the retest, as specified by the university will be conducted.

In case of grievances regarding the internal mark allocation, students may follow the procedure listed under Students Grievance.

4. Late/non submission of assignments (which are part of the internal assessment) will result in reduction of internals.
5. The progress report of the students will be sent to the parent/guardian after each test, and Open House will be conducted to facilitate parent-teacher interaction.
6. The decision of the Academic Council on all matters related to tests/examinations will be final.
7. 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)

All the above assessments are mandatory to earn credits. If not, the student has to complete the course/assessments during his/her 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.

End Semester Examination

1. 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 before the commencement of the next semester, for students who are eligible and have registered for them.
2. 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.
3. 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.
4. 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.

5. 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.
6. 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.
7. 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.

Malpractices/Offences in the University Examination

1. Possession of any non-permissible material relevant to the examination, including electronic gadgets, written matter on paper, calculator, data book, handkerchiefs, socks, other items of clothing, instrument box, identity card, or on any part of the body.
2. Copying from neighbour's answer scripts and helping neighbours answer questions.
3. Resisting handing over non-permissible material brought to the examination hall to the invigilator.
4. Disobeying the invigilator/other officials or resistance to instruction from authority.

5. Writing on the question paper (other than name or register no.) or hall ticket and/or passing the same to other student(s) in the examination hall.
6. Changing/replacing roll numbers and answer books or sitting at the wrong seat.
7. Tampering with answer books, removing pages, tampering with the bar code, and writing register no., student name, name of college or other identifiable content in the answer book.
8. Disturbances outside the hall or disturbing candidates from outside.
9. Leaving the examination hall without handing over the question paper, before the time assigned for the examination has ended.
10. The above list is not exhaustive. The issues, if any, will be dealt with by the college/university.

Time Schedule for University Examination

Examination beginning at 9.30 a.m.	Examination beginning at 1.30 p.m.	Examination beginning at 2.00 p.m.	Action
8.30 a.m.	12.30 p.m.	1.00 p.m.	Seating arrangement will be published in the main building notice board
9.15 a.m. (long bell)	1.15 p.m. (long bell)	1.45 p.m. (long bell)	Students to be in the Examination Hall (after producing ID card and Hall Ticket)

Examination beginning at 9.30 a.m.	Examination beginning at 1.30 p.m.	Examination beginning at 2.00 p.m.	Action
9.20 a.m.	1.20 p.m.	1.50 p.m.	Distribution of Answer Books (Additional Answer Books will NOT be provided)
9.25 a.m.	1.25 p.m.	1.55 p.m.	Distribution of Question Papers
9.30 a.m. (long bell)	1.30 p.m. (long bell)	2.00 p.m. (long bell)	Exam begins
9.45 a.m.	1.45 p.m.	2.15 p.m.	Students not permitted to enter the Examination Hall from this time on
10.30 a.m.	2.30 p.m.	3.00 p.m.	Students who wish to leave can leave the hall after submitting Answer Book and Question Paper
12.20 p.m.	4.20 p.m.	4.50 p.m.	Students not permitted to leave the Examination Hall from this time till the end of the examination
12.30 p.m. (long bell)	4.30 p.m. (long bell)	5.00 p.m. (long bell)	Exam ends

Credit System

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

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 Activities*	2 [Audit - Pass/Fail]
Total credits for B.Tech. Degree : 182	

Student Activities Points*

In addition to academics, students are to actively engage in co-curricular and extracurricular 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 are mandatory for the award of the degree.

Minimum Cumulative Credits Requirement

The minimum cumulative credits requirement to register for higher semester courses is as given below

Semester	Allotted Credits	Cumulative Credits	Minimum cumulative credits required to register for courses in the semesters
First	24	24	Not applicable
Second	23	47	Not insisted
Third	24	71	Not insisted
Fourth	23	94	Not insisted
Fifth	23	117	26 credits from S1 & S2
Sixth	23	140	Not insisted
Seventh	22	162	52 credits from S1 to S4
Eighth	18	180	Not insisted

For information on Course Registration, Summer Courses, B.Tech Honors Programme, and all other details, students are directed to refer the Handbook for B.Tech Degree Students, available on the A.P.J. Abdul Kalam Technological University website.

FOR M.TECH. PROGRAMME

1. The assessment procedure and corresponding weights are as follows:-

For theory courses

- i) Two internal tests, each having 15%
- ii) Tutorials/Assignments/ Mini projects having 10%
- iii) End Semester examination having 60%

All the above are mandatory requirements to earn credits.

2. Students who have missed either the first or the second test can register with the consent of the faculty member and the Head of the Department concerned for a re-test which shall be conducted soon after the completion of the second test and before the end semester examination. The re-test will cover both the first and the second test course plans. If a student misses both the scheduled tests, there is no provision for any retests and zero marks will be given for each test. In case of serious illness and where the attendance is above 70% the Principal may permit the conduct of the tests for a student based on his application and other relevant medical reports. Such cases are to be reported to CGPC.
3. For Laboratory /Practical courses
 - i) Practical Records /outputs 40%
 - ii) Regular Class Viva-Voce 20%
 - iii) Final Test (Objective) 40%

For further details, refer the A.P.J. Abdul Kalam Technological University Website

RULES OF ATTENDANCE & LEAVE

1. A student is required to possess minimum 75% (B.Tech. programmes), and 85 % (M.Tech. programmes) attendance respectively if he/she is to be admitted for the university examination.
2. A student is required to possess minimum 80% attendance (B.Tech programmes), if he/she is to be admitted for the Internal Examinations.
3. Students should inform the class teacher/associate class teacher/ programme coordinator before taking leave.
4. Attendance shortage will not be condoned at the university level unless the absence is regularized by a leave application. The application form is available in the department. Hostellers must collect the leave application form from their respective hostel wardens.
5. Procedure for leave application:
 - The duly filled application signed by the student and the parent/guardian/warden is to be presented to the class teacher/ programme coordinator (for M.Tech students).
 - If the attendance percentage falls below 90% at any stage, the student will have to meet the Head of the Department (HoD) after meeting the class teacher/programme coordinator.
 - If the attendance percentage falls below 80% at any stage, the student will have to meet the Principal, after meeting the class teacher/programme coordinator, and the HOD.
6. In all cases where leave of absence is required due to illness, the application for the same must be supported by a medical certificate, and this should be submitted within 3 working days. In this case, the class teacher/programme coordinator should forward the leave application to the HoD, who can grant/refuse the leave.
7. A student absenting himself/herself without leave for more than 10 consecutive working days will have his/her name removed



from the rolls. He/she will be readmitted only on payment of readmission fee with fine, if any.

8. The Principal alone can grant leave of absence from an examination/ test on the recommendation of the concerned faculty and HoD.
9. The Principal will carry out random checking of the attendance records, and strict action will be initiated against regular absentees.

LIBRARY RULES

1. The library is open from 8.00 a.m. to 8.00 p.m. on all working days, and from 9.30 a.m. to 4.00 p.m. on all Sundays and holidays.
2. Strict silence should be observed in the library and the reading room.
3. Students should bring their identity cards when they come to the library. Books will be issued only on production of identity cards.
4. Books and other personal belongings should not be taken into the library.
5. All the books should be returned on the due date. Absence from college will not be an excuse for not returning the book on time.
6. B.Tech students can borrow three books at a time and keep them for a period of 10 days without fine. If anybody fails to return the book on time a fine will be imposed at the rate of Rs. 2/- per day for the next 10 days, and thereafter the fine will be doubled.
7. M.Tech students can borrow five books at a time and keep them for a period of 15 days without fine. If anybody fails to return the book on time a fine will be imposed at the rate of Rs. 2/- per day for the next 15 days, and thereafter the fine will be doubled.
8. Research scholars (PhD) can borrow seven books at a time and keep them for a period of 30 days.
9. Faculty members can borrow seven books at a time. The books will be issued for 15 days. All the books taken by the faculty must be returned at the end of the semester.
10. Lost book has to be reported to the library staff as soon as possible. Lost books will have to be replaced or the cost of the book will be collected. The cost of the lost books will be assessed as multiples for each decade according to the year of publication of the book.
11. Books and periodicals should be used with care. The members will be held responsible for any damage caused to the books borrowed by them. Pencil marks, ink stains etc. made in the books are also treated as damages. If the book is already damaged the fact should be pointed out to the Librarian at the time of the issue of the book.

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

COMPUTER USAGE POLICY

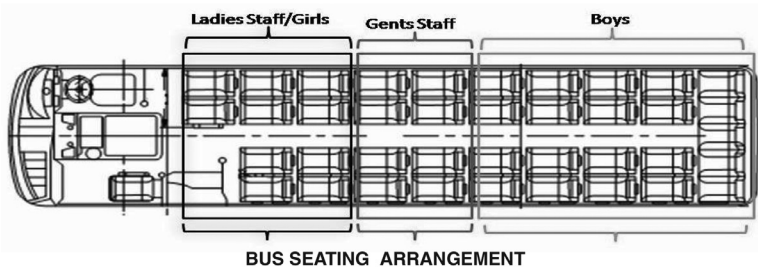
1. The Central Computing Facility is open from 8.30 a.m. to 7.00 p.m. on all working days, from 9.30 a.m. to 4. 30 p.m. on all restricted holidays, and from 9.30 a.m. to 12.30 p.m. on Sundays.
2. The Photon, Quantum, Hercules, Ulysses, ARC, Systems Lab and Heisenberg labs are meant for specific laboratory sessions/ restricted use, and students are expected to enter these labs only with the permission of the concerned faculty members.
3. Users are to log into RSET computers and systems with their own unique userID and password. They should not use someone else's userID and password to access RSET computer systems. They should not allow anyone to use their userID and password to access the computer systems.
4. Users must log out of the system and switch off the monitor when they leave the lab - even if only for a short time. Failure to do so may result in someone else accessing their account without their knowledge. They are responsible for any violation of college policies that occur with their account, even when they did not perform the action.
5. Do not place any books or personal belongings on any printer, monitor, or computer equipment. This can interfere with hardware operation and / or affect proper cooling functions of the equipment.
6. Students are responsible for cleaning up any area they use/ this includes discarding scrap paper or printouts in their proper recycling or trash receptacle.
7. Loading or installation of any files/ software/ programs/ games on the hard drive, alteration of system settings or configuration is prohibited. Any software download requires the permission of the System Administrator/ technical staff.

8. During regular lab hours, the Internet may be used only for work directly related to class work.
9. The display or transmission of threatening, obscene, or harassing materials is strictly forbidden.
10. Special sanction is to be obtained from the System Administrator for use of removable disks including floppy discs, CDs, USB drives etc. Any attempt to breach security will result in the removal of their account and loss of lab privileges.
11. Users should not engage themselves in playing computer games, online bidding, chatting, etc.

BUS FACILITY RULES

The following guidelines should be strictly observed by all students availing of the college bus facility:

1. Everybody should maintain discipline in the bus. Don't use bad words / language in the bus. Follow the instructions given by the Bus Coordinator.
2. Every student should have his/her valid College ID card to travel in the bus. He/She should show the ID card issued by the authority, as and when asked by the Bus Coordinator or any authority of the college.
3. Nobody should play songs on Mobile/FM or any other device loudly. However, they may use earphones to listen to music.
4. Don't talk or discuss anything with the Bus Driver when he is driving.
5. Smoking and chewing tobacco in the bus is strictly prohibited.
6. The departure timing (Bus Schedule) will be strictly followed by the Bus Driver at each point. No personal request/excuses will be considered. The decision of the Bus Coordinator will be final in this regard.
7. In the event of breakdown, students on board the bus must remain within the bus until alternative transport arrangements have been made.
8. Girls and boys are not allowed to sit together.



GENERAL INFORMATION

- ❖ Private Bus Concession Forms and Railway Concession Forms are available at the office. Those who need Railway Concession Forms may give in a request through the Administrative Officer, addressed to the Principal, clearly mentioning their date of birth, boarding point and destination.
- ❖ On loss of identity cards, students should approach the office for issue of temporary identity cards, on payment. The request letter for the same must be addressed to the Principal, forwarded by both the Class Teacher and the Head of the Department, and submitted to the Administrative Officer.
- ❖ Students who require Bona fide Student Certificate/ Fee Structure etc., or those who need any document attested should give in their request letter addressed to the Principal, forwarded by both the Class Teacher and the Head of the Department, to the Administrative Officer.
- ❖ Late comers are required to get the permission of the Principal before being permitted in class.
- ❖ There is provision for students to take printouts from the Central Computing Facility, at the rate of Re. 1/- per page. Coupons for the same are available in the office.
- ❖ First Aid Box is available in the office.

FIRST YEAR CLASS TEACHER SYSTEM

B.Tech Programmes

Each first year class is assigned two Class Teachers, one from the Department of Basic Sciences & Humanities, and the other from the student's parent department. While both teachers are expected to be familiar with the students, and monitor the progress of the class in all respects, for ease of management, the responsibilities of each would be as demarcated below:

First Year Coordinator: HoD, DBSH

RESPONSIBILITIES OF CLASS TEACHER 1

- Day to day academic, attendance and disciplinary matters.
- Consolidation of the weekly attendance and submission of the same to the office.
- Submit the weekly attendance record and list of students who have applied/not applied for leave (both) during the week to the First Year Coordinator, in order to initiate necessary action.
- Compilation of monthly attendance and preparation of regular absentees list for publishing on the notice board (on the last working day of every month).
- Sanction the leave application of the students. In case of leave requirement over three consecutive days, refer the application to the First Year Coordinator.
- Make note of students who are absent during tests, and ensure that the student takes the retest when conducted.
- Report the activities and progress of the class to the First Year Coordinator.
- Intimate the parents about results of exams, Open House, PTA meetings etc.
- Ensure Course Outcome Feedback is completed at the end of the semester.
- Work with faculty-in-charge for the associations/clubs for effective implementation of association/club activities.
- Any other matter entrusted by the First Year Coordinator/HoD/Principal.

RESPONSIBILITIES OF CLASS TEACHER 2

- General academic, attendance and disciplinary matters.
- Maintain student records and regular updating of the same (which includes the student information folder, mentoring, activity points, sessional marks, achievement, progress indicators).

- Ensure completion of student entry in RSMS, KTU portals (course registration, examination etc), and submission of all relevant student records (school mark lists, fitness certificates etc) to the college office on time.
- Intimate the parents about results of exams, Open House, PTA meetings etc.
- To convene class committee meetings, in the presence of all faculty members concerned and the First Year Coordinator.
- Prepare Student Eligibility Report, list of students for summer course etc at the end of the semester.
- KTU related works.
- Act as the interface of the parent department with the class.
- Report the activities and progress of the class to the HoD.
- Work with faculty-in-charge for the associations/clubs for effective implementation of association/club activities.
- Any other matter entrusted by the First Year Coordinator/ HoD / Principal.

THE CLASS TEACHER - ASSOCIATE CLASS TEACHER SYSTEM

From the second year onwards, each class is assigned a Class Teacher and an Associate Class Teacher.

RESPONSIBILITIES OF THE CLASS TEACHER/ ASSOCIATE CLASS TEACHER

- Academic, attendance and disciplinary matters.
- Maintaining student record including documentation and regular updating of the same (which includes student information folder, leave, sessional marks, achievement, progress indicators).
- Consolidation of the weekly attendance and submit the same to Principal's office.

- Submit the weekly attendance record and list of students who have applied/not applied for leave (both) during the week to the Head of the Department in order to initiate necessary action.
- Compilation of monthly attendance and preparation of regular absentees list for publishing on the notice board (on the last working day of every month).
- Sanction the leave application of the students. In case of leave requirement over three consecutive days, refer the application to the HoD.
- Report the activities and progress of the class to the HoD.
- Intimate the parents about results of exams, PTA meetings etc through the office.
- Work with faculty-in-charge for the associations/clubs for effective implementation of association/club activities.
- Act as the interface of the department with the class.
- To convene class committee meetings.
- Any other matter entrusted by the HoD / Principal.

LIST OF CLASS TEACHERS & ASSOCIATE CLASS TEACHERS

B.Tech. Programmes

Class	Class Teacher 1	Class Teacher 2
S1 AEI	Mr. Rinku Jacob	Ms. Aparna George
S1 CE	Ms. Deepthi Jayan K.	Mr. Jibin Joseph
S1 CS α	Ms. Vinmol K. Jesudas	Ms. Meenu Mathew
S1 CS β	Dr. Deepa K. Baby	Ms. Jincy J. Fernandez
S1 CS γ	Mr. Ragin Ramdas	Mr. Sandy Joseph
S1 ECE α	Ms. Jaya Abraham	Ms. Preethi Bhaskaran

Class	Class Teacher 1	Class Teacher 2
S1 ECE β	Ms. Maria Poullose	Mr. Bonifus P.L.
S1 ECE Υ	Ms. Anju C.	Ms. Shubhasree A.V.
S1 EEE	Mr. Sujith S.	Ms. Soniya Raju
S1 IT	Ms. Lakshmi C.	Ms. Lakshmi K.S.
S1 ME α	Ms. Maria Sebastian	Mr. Vishnu Shankar
S1 ME β	Ms. Jose Antony V.J.	Mr. Akash James
	Class Teacher	Associate Class Teacher
S3 AEI	Ms. Shanmugha Priya M.	Mr. Krishna Kumar K.P.
S3 CE	Mr. Jayakumar J.	Ms. Anu Mathew
S3 CS α	Ms. Jyotsna A.	Ms. Mehbooba P. Shareef
S3 CS β	Mr. Harikrishnan M.	Ms. Meharban M.S.
S3 CS Υ	Ms. Tripti C	Ms. Asha Raj
S3 ECE α	Ms. Harsha A.	Mr. Nidheesh Kurian
S3 ECE β	Mr. Sreekumar G.	Ms. Shyama Sreekumar
S3 ECE Υ	Mr. Naveen N.	Ms. Mariya Vincent
S3 EEE	Ms. Prathibha P.K.	Ms. Renu George
S3 IT	Ms. Nikhila T. Bhuvan	Ms. Chinchu Krishna S.
S3 ME α	Mr. Vineeth Krishna P.	Mr. Senjo Manuel
S3 ME β	Mr. Mathew Baby	Mr. Jithin K. Francis
S5 AEI	Ms. Parvathi Harikumar	Mr. Hari C.V.
S5 CE	Ms. Elsa Paul	Mr. Arun T. Moonjely
S5 CS α	Ms. Anita John	Ms. Jisha Mary Jose
S5 CS β	Ms. Amitha Mathew	Ms. Anjusree V. K.

	Class Teacher	Associate Class Teacher
S5 CS Υ	Ms. Dincy Paul	Mr. Hareesh M. J.
S5 ECE α	Dr. S. Anand	Dr. Sabna N.
S5 ECE β	Ms. Swapna Davies	Mr. Kiran K.A.
S5 ECE Υ	Mr. Ajay V. Babu	Ms. Indu S.
S5 EEE	Ms. Ragam Rajagopal	Ms. Caroline Ann Sam
S5 IT	Ms. Bency Wilson	Ms. Divya James
S5 ME α	Mr. Tony Chacko	Mr. Harikrishnan C.
S5 ME β	Mr. Manu Joseph	Mr. Rathish T.R.
S7 AEI	Ms. Mary Hexy	Ms. Aparna S. Babu
S7 CE	Ms. Tressa Kurian	Ms. Deepthi I. Gopinath
S7 CS α	Ms. Jomina John	Mr. Uday Babu P.
S7 CS β	Ms. Sangeetha Jamal	Mr. Joseph John
S7 CS Υ	Mr. Paul Augustine	Ms. Meera M.
S7 ECE α	Ms. Maleeha Abdul Azeez	Mr. Abhishek Viswakumar
S7 ECE β	Ms. Neethu Radha Gopan	Ms. Sushi Anna George
S7 ECE Υ	Ms. Anila Kuriakose	Mr. Nithin Babu
S7 EEE	Ms. Sreepriya R.	Ms. Jayasri R. Nair
S7 IT	Ms. Mary John	Mr. Mathews Abraham
S7 ME α	Mr. Jeffin Johnson	Mr. Sidheek P.A.
S7 ME β	Mr. John Paul C.D.	Mr. Abinson Paul

LIST OF CLASS TEACHERS**M. Tech. Programmes***Coordinator: Mr. Rony Antony P.*

Class	Class Teacher
CS & IS - I yr	Ms. Mary Priya Sebastian
COME - I yr	Ms. Deepthy G.S.
IDAC - I yr	Mr. Jebin Francis
NE - I yr	Mr. Binu A.
SP - I yr	Ms. Meena V.
VAES - I yr	Mr. Dhanesh M.S.
CS & IS - II yr	Ms. Deepa John
COME - II yr	Dr. Jaison Jacob
IDAC - II yr	Ms. Anna Mathew
NE - II yr	Ms. Abey Abraham
SP - II yr	Prof. Dominic Mathew
VAES - II yr	Mr. Karunakara P. Menon

LIST OF RESEARCH SUPERVISORS

Electronics & Communication Engineering

1. Dr Jobin K. Antony
2. Dr Anand S.

Electrical & Electronics Engineering

1. Dr A. Unnikrishnan
2. Dr Elizabeth Rita Samuel

Information Technology

1. Dr Varghese Paul
2. Dr Sherly K.K.

Mechanical Engineering

1. Dr John M. George
2. Dr Thankachan T. Pullan
3. Dr Ajith Kumar A.

Mathematics

1. Dr Vinod Kumar P.B.
2. Dr Ramkumar P.B.

Physics

1. Dr- Ing. Fr. Varghese Panthalookaran CMI

ACADEMIC CALENDAR 2018-'19

NOTE:

The Principal reserves the right to change the date/time of any academic/co/extra curricular event/holidays as and when required.

JUNE 2018

JUNE 2018			
Date	Day		
1	Fri	1	
2	Sat	2	
3	Sun	3	
4	Mon	4	
5	Tue	5	
6	Wed	6	
7	Thur	7	
8	Fri	8	
9	Sat	H	
10	Sun	H	
11	Mon	9	
12	Tue	10	
13	Wed	11	
14	Thur	12	
15	Fri	H	<i>Id-ul-Fitr</i>
16	Sat	13	
17	Sun	H	
18	Mon	14	
19	Tue	15	
20	Wed	16	
21	Thur	17	
22	Fri	18	
23	Sat	19	
24	Sun	H	
25	Mon	20	
26	Tue	21	
27	Wed	22	
28	Thur	23	
29	Fri	24	
30	Sat	25	Academic Retreat

No. of working days - 25



JULY 2018

Date	Day		
1	Sun	1	Academic Retreat
2	Mon	2	
3	Tue	H	<i>St Thomas's Day</i>
4	Wed	3	
5	Thur	4	
6	Fri	5	
7	Sat	H	
8	Sun	H	
9	Mon	6	
10	Tue	7	
11	Wed	8	
12	Thur	9	
13	Fri	10	
14	Sat	H	
15	Sun	H	
16	Mon	11	
17	Tue	12	
18	Wed	13	
19	Thur	14	
20	Fri	15	
21	Sat	16	
22	Sun	H	
23	Mon	17	
24	Tue	18	
25	Wed	19	
26	Thur	20	
27	Fri	21	
28	Sat	22	
29	Sun	H	
30	Mon	23	
31	Tue	24	

No. of working days - 24

AUGUST 2018

Date	Day		
1	Wed	1	Deeksharambham 2018
2	Thur	2	Classes start for S3, S5 & S7 Orientation Programme for S1
3	Fri	3	Orientation Programme for S1
4	Sat	H	
5	Sun	H	
6	Mon	4	
7	Tue	5	
8	Wed	6	
9	Thur	7	
10	Fri	8	
11	Sat	H	<i>Karkidakavavu</i>
12	Sun	H	
13	Mon	9	
14	Tue	10	
15	Wed	H	<i>Independence Day</i>
16	Thur	11	
17	Fri	12	
18	Sat	13	College closes for Onam
19	Sun	H	
20	Mon	H	
21	Tue	H	
22	Wed	H	<i>Id-ul-azha</i>
23	Thur	H	
24	Fri	H	<i>Onnam Onam</i>
25	Sat	H	<i>Thiruvonam</i>
26	Sun	H	<i>Moonaam Onam</i>
27	Mon	H	<i>Sree Narayana Guru Jayanthi</i>
28	Tue	H	<i>Ayyankali Jayanthi</i>
29	Wed	14	
30	Thur	15	
31	Fri	16	Publication of monthly attendance

No of working days - 16



SEPTEMBER 2018

Date	Day		
1	Sat	H	
2	Sun	H	<i>Sreekrishna Jayanthi</i>
3	Mon	1	College reopens after Onam
4	Tue	2	
5	Wed	3	
6	Thur	4	
7	Fri	5	
8	Sat	H	
9	Sun	H	
10	Mon	6	
11	Tue	7	
12	Wed	8	
13	Thur	9	
14	Fri	10	
15	Sat	11	Working day on Tuesday's timetable
16	Sun	H	
17	Mon	12	Test I. Internal Audit I for DAE, DCE & DCS
18	Tue	13	Test I. Internal Audit I for DEE, DIT & DEC
19	Wed	14	Test I. Internal Audit I for DME & DBSH
20	Thur	H	<i>Muharram</i>
21	Fri	H	<i>Sree Narayana Guru Samadhi</i>
22	Sat	15	
23	Sun	H	
24	Mon	16	Last date for submission of Test I marks in RSMS. Last date for submission of Assignment I marks in RSMS
25	Tue	17	
26	Wed	18	
27	Thur	19	
28	Fri	20	
29	Sat	21	Open House for S1 Working day on Wednesday's timetable. Publication of monthly attendance
30	Sun	H	

No of working days - 21

OCTOBER 2018

Date	Day		
1	Mon	1	
2	Tue	H	<i>Gandhi Jayanthi</i>
3	Wed	2	
4	Thur	3	
5	Fri	4	Annual Athletic Meet. Open House for S3, S5 & S7
6	Sat	5	Working day on Thursday's timetable
7	Sun	H	
8	Mon	6	
9	Tue	7	
10	Wed	8	
11	Thur	9	
12	Fri	10	
13	Sat	H	
14	Sun	H	
15	Mon	11	
16	Tue	12	
17	Wed	13	
18	Thur	H	<i>Mahanavami</i>
19	Fri	H	<i>Vijayadasami</i>
20	Sat	14	
21	Sun	H	
22	Mon	15	
23	Tue	16	
24	Wed	17	
25	Thur	18	Test II
26	Fri	19	Test II
27	Sat	20	Test II
28	Sun	H	
29	Mon	21	
30	Tue	22	
31	Wed	23	Publication of monthly attendance

No of working days - 23



NOVEMBER 2018

Date	Day		
1	Thur	1	Last date for submission of Test II marks in RSMS
2	Fri	2	
3	Sat	3	Open House for all semesters Working day on Friday's timetable
4	Sun	H	
5	Mon	4	
6	Tue	H	<i>Deepavali</i>
7	Wed	5	
8	Thur	6	
9	Fri	7	
10	Sat	H	
11	Sun	H	
12	Mon	8	
13	Tue	9	Retest begins
14	Wed	10	
15	Thur	11	
16	Fri	12	
17	Sat	13	Retest endsSaavishkar 2018
18	Sun	H	
19	Mon	14	
20	Tue	H	<i>Milad-i-sherief</i>
21	Wed	15	Course Feedback to begin
22	Thur	16	Last date for submission of Assignment II marks in RSMS
23	Fri	17	Last date for practical evaluation Course Feedback to be completed
24	Sat	18	Working day on Friday's timetable
25	Sun	H	
26	Mon	19	
27	Tue	20	
28	Wed	21	
29	Thur	22	Semester ends
30	Fri	23	Publication of Sessionals and Attendance

No of working days - 23

DECEMBER 2018			
Date	Day		
1	Sat	H	
2	Sun	H	
3	Mon	1	Internal Audit II for DAE, DCE & DCS
4	Tue	2	Internal Audit II for DEE, DIT & DEC
5	Wed	3	Internal Audit II for DME & DBSH
6	Thur	4	
7	Fri	5	
8	Sat	H	
9	Sun	H	
10	Mon	6	
11	Tue	7	
12	Wed	8	
13	Thur	9	IQAC Audit of General Files
14	Fri	10	IQAC Audit of General Files
15	Sat	11	IQAC Audit of General Files
16	Sun	H	
17	Mon	12	
18	Tue	13	
19	Wed	14	
20	Thur	15	
21	Fri	16	Christmas Celebrations; College closes for Christmas
22	Sat	H	
23	Sun	H	
24	Mon	H	
25	Tue	H	Christmas
26	Wed	H	
27	Thur	H	
28	Fri	H	
29	Sat	H	
30	Sun	H	
31	Mon	17	College reopens after Christmas

No. of working days - 17



JANUARY 2019

Date	Day		
1	Tue	1	
2	Wed	H	Mannam Jayanthi
3	Thur	2	
4	Fri	3	
5	Sat	H	
6	Sun	H	
7	Mon	4	
8	Tue	5	
9	Wed	6	
10	Thur	7	
11	Fri	8	
12	Sat	H	
13	Sun	H	
14	Mon	9	Classes start for S2, S4, S6 & S8
15	Tue	10	
16	Wed	11	
17	Thur	12	
18	Fri	13	
19	Sat	14	
20	Sun	H	
21	Mon	15	
22	Tue	16	
23	Wed	17	
24	Thur	18	Bharatham 2018-'19
25	Fri	19	Bharatham 2018-'19
26	Sat	H	Republic Day
27	Sun	H	
28	Mon	20	
29	Tue	21	
30	Wed	22	
31	Thur	23	Publication of monthly attendance Abhiyanthriki 2019

No. of working days - 23

FEBRUARY 2019			
Date	Day		
1	Fri	1	Abhiyanthriki 2019
2	Sat	H	
3	Sun	H	
4	Mon	2	
5	Tue	3	
6	Wed	4	
7	Thur	5	
8	Fri	6	
9	Sat	H	
10	Sun	H	
11	Mon	7	
12	Tue	8	
13	Wed	9	
14	Thur	10	
15	Fri	11	
16	Sat	12	
17	Sun	H	
18	Mon	13	Test I for S2 & S4 Internal Audit I for DAE, DCE & DCS
19	Tue	14	Test I for S6 & S8 Internal Audit I for DEE, DIT & DEC
20	Wed	15	Test I for S2 & S4 Internal Audit I for DME & DBSH
21	Thur	16	Test I for S6 & S8
22	Fri	17	Test I for S2 & S4
23	Sat	18	Test I for S6 & S8
24	Sun	H	
25	Mon	19	
26	Tue	20	
27	Wed	21	
28	Thur	22	Last date for submission of Test I marks in RSMS. Last date for submission of Assignment I marks in RSMS. Publication of monthly attendance

No. of working days - 22



MARCH 2019

Date	Day		
1	Fri	1	Open House for S2
2	Sat	H	
3	Sun	H	
4	Mon	H	Shivarathri
5	Tue	2	
6	Wed	3	
7	Thur	4	
8	Fri	5	Open House for S4, S6 & S8
9	Sat	H	
10	Sun	H	
11	Mon	6	
12	Tue	7	
13	Wed	8	
14	Thur	9	
15	Fri	10	
16	Sat	11	
17	Sun	H	
18	Mon	12	
19	Tue	13	
20	Wed	14	
21	Thur	15	
22	Fri	16	
23	Sat	17	
24	Sun	H	
25	Mon	18	Test II for S6 & S8
26	Tue	19	Test II for S2 & S4
27	Wed	20	Test II for S6 & S8
28	Thur	21	Test II for S2 & S4
29	Fri	22	Test II for S6 & S8
30	Sat	23	Test II for S2 & S4. Publication of monthly attendance
31	Sun	H	

No. of working days - 23

APRIL 2019

Date	Day		
1	Mon	1	
2	Tue	2	
3	Wed	3	
4	Thur	4	Last date for submission of Test II marks in RSMS
5	Fri	5	
6	Sat	H	
7	Sun	H	
8	Mon	6	
9	Tue	7	
10	Wed	8	
11	Thur	9	
12	Fri	10	Open House for all semesters
13	Sat	H	
14	Sun	H	Ambedkar Jayanthi
15	Mon	H	Vishu
16	Tue	11	
17	Wed	12	Last date for Comprehensive Examination
18	Thur	H	Maundy Thursday
19	Fri	H	Good Friday
20	Sat	H	Holy Saturday
21	Sun	H	Easter
22	Mon	13	Retest begins
23	Tue	14	
24	Wed	15	Last date for submission of Assignment II marks in RSMS. Course Feedback to begin Retest ends
25	Thur	16	College Day
26	Fri	17	Last date for practical evaluation Course Feedback to be completed
27	Sat	18	
28	Sun	H	
29	Mon	19	Semester ends
30	Tue	20	Publication of Sessionals & Attendance

No. of working days - 20



MAY 2019

Date	Day		
1	Wed	H	May Day
2	Thur	1	
3	Fri	2	
4	Sat	H	
5	Sun	H	
6	Mon	3	Internal Audit II for DAE, DCE & DCS
7	Tue	4	Internal Audit II for DEE, DIT & DEC
8	Wed	5	Internal Audit II for DME & DBSH
9	Thur	6	
10	Fri	7	
11	Sat	H	
12	Sun	H	
13	Mon	8	
14	Tue	9	
15	Wed	10	
16	Thur	11	
17	Fri	12	
18	Sat	13	
19	Sun	H	
20	Mon	14	
21	Tue	15	
22	Wed	16	
23	Thur	17	
24	Fri	18	
25	Sat	19	
26	Sun	H	
27	Mon	20	
28	Tue	21	
29	Wed	22	
30	Thur	23	
31	Fri	24	

No. of working days - 24

JUNE 2019			
Date	Day		
1	Sat	H	
2	Sun	H	
3	Mon	1	
4	Tue	2	
5	Wed	H	Id-ul-Fitr
6	Thur	3	
7	Fri	4	
8	Sat	H	
9	Sun	H	
10	Mon	5	
11	Tue	6	
12	Wed	7	
13	Thur	8	IQAC Audit of General Files
14	Fri	9	IQAC Audit of General Files
15	Sat	10	IQAC Audit of General Files
16	Sun	H	
17	Mon	11	
18	Tue	12	
19	Wed	13	
20	Thur	14	
21	Fri	15	
22	Sat	16	
23	Sun	H	
24	Mon	17	
25	Tue	18	
26	Wed	19	
27	Thur	20	
28	Fri	21	
29	Sat	22	
30	Sun	H	

No. of working days - 22

APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY

Academic Calendar July 2018 - June 2019

(B.Tech, B.Arch, BHMCT, M.Tech, M.Arch, M.Planning, MCA and Evening B.Tech & M.Tech).

JULY 2018		
Day	Date	
Sun	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	

AUGUST 2018

Day	Date	
Wed	1	Commencement of Class & Registration
Thu	2	
Fri	3	
Sat	4	
Sun	5	
Mon	6	
Tue	7	Sem tr.,Course-Sel, Reg&Mapping Ends
Wed	8	
Thu	9	Course Committee/ Class Committee
Fri	10	
Sat	11	Karkadaka Vavu
Sun	12	
Mon	13	
Tue	14	
Wed	15	Independence Day
Thu	16	
Fri	17	
Sat	18	
Sun	19	
Mon	20	
Tue	21	Onam Vacation Starts
Wed	22	Bakrid
Thu	23	
Fri	24	1 st Onam
Sat	25	Thiru Onam
Sun	26	3 rd Onam
Mon	27	SN Guru Jayanthi
Tue	28	Ayyankali Jayanthi
Wed	29	Onam Vacation Ends
Thu	30	Re-opening
Fri	31	



SEPTEMBER 2018

Day	Date	
Sat	1	
Sun	2	Sreekrishna Jayanthi
Mon	3	
Tue	4	
Wed	5	
Thu	6	
Fri	7	
Sat	8	
Sun	9	
Mon	10	
Tue	11	
Wed	12	
Thu	13	
Fri	14	Exam Registr. Ends
Sat	15	
Sun	16	
Mon	17	Publish Attendance
Tue	18	
Wed	19	Test 1 to be Completed
Thu	20	Muharam
Fri	21	SN Guru Samadhi
Sat	22	
Sun	23	
Mon	24	
Tue	25	
Wed	26	
Thu	27	
Fri	28	
Sat	29	
Sun	30	

OCTOBER 2018		
Day	Date	
Mon	1	Publish Test 1 Marks
Tue	2	Gandhi Jayanthi
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	Mahanavami
Fri	19	Vijayadhashami
Sat	20	
Sun	21	
Mon	22	
Tue	23	
Wed	24	
Thu	25	
Fri	26	
Sat	27	Sports meet (Coll. lev) To be completed
Sun	28	
Mon	29	
Tue	30	
Wed	31	Publish Attendance



NOVEMBER 2018

Day	Date	
Thu	1	
Fri	2	Test 2 to be Completed
Sat	3	
Sun	4	
Mon	5	
Tue	6	Deepavali
Wed	7	
Thu	8	
Fri	9	
Sat	10	
Sun	11	
Mon	12	
Tue	13	Publish Test 2 Marks
Wed	14	(Tuesday's TT)
Thu	15	
Fri	16	Last date for (B.Arch) evaluation of Jury/
Sat	17	Sports meet(Zonl. lev) To be completed
Sun	18	
Mon	19	
Tue	20	Milad-i-Sherif
Wed	21	
Thu	22	(Tuesday's TT)
Fri	23	Evaluation of Project preliminary(B.Tech)
Sat	24	
Sun	25	
Mon	26	Course Committee/ Class Committee
Tue	27	
Wed	28	Last date for uploading (B.Arch) Jury Practical marks (PG)
Thu	29	Classes Ends
Fri	30	Make up class 1, Publish IA Marks & Attend for UG

DECEMBER 2018		
Day	Date	
Sat	1	
Sun	2	
Mon	3	
Tue	4	
Wed	5	Forward IA Marks & Attendance to Uty.
Thu	6	
Fri	7	
Sat	8	
Sun	9	
Mon	10	
Tue	11	Reg. Exam Begins Exam S1S2, S5
Wed	12	Exam S3, S7
Thu	13	Exam S1S2, S5
Fri	14	Exam S3, S7
Sat	15	
Sun	16	
Mon	17	Exam S1S2, S5
Tue	18	Exam S3, S7
Wed	19	Exam S1S2, S5
Thu	20	Exam S3, S7
Fri	21	
Sat	22	X mas vacation begins
Sun	23	
Mon	24	
Tue	25	Christmas
Wed	26	
Thu	27	
Fri	28	
Sat	29	
Sun	30	
Mon	31	Re-opening



JANUARY 2019

Day	Date	
Tue	1	Exam S1S2, S5
Wed	2	Mannam Jayanthi
Thu	3	Exam S3, S7
Fri	4	Exam S1S2, S5
Sat	5	
Sun	6	
Mon	7	Exam S3S4, S7
Tue	8	Exam S1S2, S4S5
Wed	9	Exam S1S2, S3S4
Thu	10	Exam S1S2, S3S4
Fri	11	Exam S1S2, S3S4
Sat	12	
Sun	13	
Mon	14	Commencement of Class & Registration
Tue	15	Exam (s) S2, S4
Wed	16	Exam (s) S2, S4
Thu	17	Exam (s) S2, S4
Fri	18	Exam (s) S2, S4
Sat	19	Exam (s) S2, S4
Sun	20	
Mon	21	Sem tr., Course-Sel, Reg & Mapping Ends
Tue	22	
Wed	23	Course Committee/Class Committee
Thu	24	
Fri	25	
Sat	26	Republic Day
Sun	27	
Mon	28	
Tue	29	
Wed	30	
Thu	31	

FEBRUARY 2019		
Day	Date	
Fri	1	
Sat	2	
Sun	3	
Mon	4	
Tue	5	
Wed	6	
Thu	7	
Fri	8	Tech Fest : Ketcon & Tekon 2019
Sat	9	Tech Fest : Ketcon & Tekon 2019
Sun	10	Tech Fest : Ketcon & Tekon 2019
Mon	11	
Tue	12	
Wed	13	
Thu	14	
Fri	15	
Sat	16	
Sun	17	
Mon	18	Publish Attendance
Tue	19	
Wed	20	Test 1 to be Completed
Thu	21	
Fri	22	
Sat	23	
Sun	24	
Mon	25	
Tue	26	
Wed	27	
Thu	28	Exam Registration Ends



MARCH 2019

Day	Date	
Fri	1	
Sat	2	
Sun	3	
Mon	4	Maha Shivratri
Tue	5	Publish Test 1 Marks
Wed	6	
Thu	7	
Fri	8	
Sat	9	
Sun	10	
Mon	11	
Tue	12	
Wed	13	
Thu	14	
Fri	15	Last date for forwarding list of Ext Exmrs to Uty by Cluster Conv. (PG)
Sat	16	
Sun	17	
Mon	18	
Tue	19	
Wed	20	
Thu	21	
Fri	22	
Sat	23	
Sun	24	
Mon	25	
Tue	26	Publish Attendance
Wed	27	
Thu	28	
Fri	29	
Sat	30	
Sun	31	

APRIL 2019

Day	Date	
Mon	1	
Tue	2	
Wed	3	Test 2 to be Completed
Thu	4	
Fri	5	
Sat	6	
Sun	7	
Mon	8	
Tue	9	
Wed	10	
Thu	11	
Fri	12	
Sat	13	Arts Fest (Coll. lev) To be completed
Sun	14	Dr Ambedkar Jayanthi
Mon	15	Vishu
Tue	16	Publish Test 2 Marks
Wed	17	Last date for (B.Arch) evaluation of Jury/ Practicals (PG)
Thu	18	Maundy Thursday
Fri	19	Good Friday
Sat	20	
Sun	21	Easter
Mon	22	
Tue	23	Last date for Project Evaluation Internal (S8
Wed	24	Course Committee/ Class Committee
Thu	25	
Fri	26	Last date for uploading Jury/ Practical marks
Sat	27	Last date for Project Evaluation by Dept. Committe (PG)
Sun	28	
Mon	29	Classes Ends
Tue	30	Make up class 1, Publish IA Marks & Attend for UG



MAY 2019

Day	Date	
Wed	1	May Day
Thu	2	Exam S7(S) Commencment of Summer Course (S1-S4)
Fri	3	Exam S7(S)
Sat	4	
Sun	5	
Mon	6	Exam S7(S) Forward IA Marks & Attendance to Uty.
Tue	7	Exam S7(S)
Wed	8	Exam S7(S)
Thu	9	Exam S7(S)
Fri	10	Summer course eligibility uploading
Sat	11	
Sun	12	
Mon	13	Last date for submission project report in the college (PG)
Tue	14	Exam S8 Begins
Wed	15	Exam S1S2 Begins
Thu	16	
Fri	17	
Sat	18	
Sun	19	
Mon	20	
Tue	21	
Wed	22	
Thu	23	
Fri	24	Exam S6 Begins
Sat	25	
Sun	26	
Mon	27	Last date for submission project report to Uty. (PG)
Tue	28	Project Eval & Viva- Voce Begins (UG)
Wed	29	
Thu	30	
Fri	31	Project Eval & Viva- Voce Ends (UG)

JUNE 2019

Day	Date	
Sat	1	
Sun	2	
Mon	3	Last date for uploading of Viva-Voce (UG)
Tue	4	
Wed	5	Idul Fitr
Thu	6	
Fri	7	
Sat	8	
Sun	9	
Mon	10	
Tue	11	
Wed	12	Viva-Voce Begins (PG)
Thu	13	
Fri	14	
Sat	15	
Sun	16	
Mon	17	Exam S4 Begins
Tue	18	Exam S5 Begins
Wed	19	
Thu	20	
Fri	21	
Sat	22	
Sun	23	
Mon	24	
Tue	25	Viva-Voce Ends (PG)
Wed	26	Last date for uploading of Viva-Voce(PG)
Thu	27	
Fri	28	Exam S3 Begins
Sat	29	
Sun	30	
Mon	31	

RAJAGIRI SCHOOL OF ENGINEERING & TECHNOLOGY																		
SEMESTER PLAN KTU (S1, S3, S5, S7)																		
AUGUST 2018 - NOVEMBER 2018																		
August			September				October				November							
1	2	16	31	3	5	15	17	19	29	5	6	24	25	27	31	13	17	29
Semester begins Deeksha Rambham		Module 1 (12 days)		Module 2 (9 days)		Module 3 (10 days)		Module 4 (11 days)		Module 5 (11 days)		Module 6 (12 days)		Saavishkaar		Semester Ends		
Classes suspended due to flood /Ohanm Holidays			College re-opens		Test 1		Sports Day		Test 2		Saavishkaar		Semester Ends					

Total no of working days : 74

August : 10

September: 20

October: 22

November: 22

Teaching days : 65 days

Other activities including exams : 9 days

January		February			March			April									
1	14	24	25	29	31	1	15	18	23	8	22	25	30	11	25	29	
Semester begins		Module 1 (10 days)		Module 2 (10 days)		Module 3 (9 days)		Module 4 (10 days)		Module 5 (9 days)		Module 6 (8 days)					
Bharatham		Abhyantiriki		Test 1 18,20,22(S2, S4) 19,21,23(S6, S8)		Test 2 25,27,29(S6, S8) 26,28,30(S2, S4)		College Day		Semester Ends							

Total no of working days: 73

January : 14

February : 21

March : 20

April : 18

AWARDS & SCHOLARSHIPS

The Honours List

These are awarded to the top five students of each branch based on the aggregate marks secured on first attempt till the previous semester university examinations. Selected students will receive a merit certificate, will be issued three more books from the library, and can have 100 pages printed free of cost from the Central Computing Facility. The toppers in each class will also be awarded with a cash prize sponsored by the alumni.

Perfect Attendance Award

These are awarded to all students who secure 100% attendance in each semester. Selected students will receive a merit certificate, will be issued three more books from the library, and can have 100 pages printed free of cost from the Central Computing Facility.

Merit Award in Mathematics

These are awarded to students who get either A+ or O grade in all the core Mathematics courses (MA 101, MA 102, MA 201, MA 202/204) offered in the first four semesters. Only the marks on the first attempt will be considered for the award. Cash prizes will be awarded to the meritorious students.

Merit Award in Humanities

These are awarded to students who get either A+ or O grade in all the three humanities courses viz. Business Economics, Life Skills and Principles of Management. Only the marks on the first attempt will be considered for the award. Cash prizes will be awarded to the meritorious students.

Proficiency Awards

These are awarded at the end of the fourth year to those students who have secured the maximum marks in each branch, based upon the total marks secured by the student up till the seventh semester. The award carries a cash prize and a proficiency certificate.

Gold Medals & Merit Awards/Special Awards for Outstanding Performers

These are awarded to the toppers in each branch based on the total marks scored by them by the end of the programme. The gold medals and certificates will be awarded on the Course Completion Day of the subsequent year.

Special Awards, consisting of Certificate and Cash Awards, are given to students who perform outstandingly well in a semester, and score A, A+ or O in all subjects in the semester-end university examinations. These are awarded during the Course Initiation Ceremony of the new admissions.

Prof. Dr. Rajan V.K. Pillai Memorial Award

This award is instituted in memory of the former Professor and Head, DCS, late Prof. Dr Rajan V.K. Pillai, who was instrumental in establishing and developing the department and its facilities, and introducing new courses and electives. It is awarded to either a B.Tech. or an M.Tech. student on the basis of his/her outstanding academic/research performance, and presented on the Course Completion Day.

Special Endowment Award for GATE top scorer

This award has been instituted by Prof. M. Mahadevan, former Principal, RSET in memory of his parents, the late Sri. T. A. Mahadevan Pillai & Smt. K.N Seetha, and is awarded to the top scorer in the GATE examination. It is presented on the Course Completion Day.

Scholarships

The toppers in the merit list for admission will be given scholarships as decided by the management. The scholarships will continue in the subsequent years provided the students maintain good conduct and the prescribed SGPA in the semester-end examinations.

Students belonging to economically weaker sections, who secure admission based on the allotment by the Commissioner of Entrance Examinations, will be granted 100% fee concession, provided they possess BPL card or other documentary evidence. The number of scholarships is limited to ten.

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INTERNATIONAL OFFICE					
35	Ms. Nisha K.P.	Office Assistant	313/ 334	9633422955	nishakp@rajagiritech.edu.in
INCUBATION CENTRE					
36	Mr. Rijn John	Chief Operations Officer		98950 50030	rijnjohn@gmail.com

ACADEMIC & ADMINISTRATIVE BODIES

GOVERNING BODY:

1. Rev. Dr Jose Kuriedath CMI (Chairperson)
Provincial, Sacred Heart Province, & Manager, RSET
2. Rev. Dr Saju Madavanakadu CMI
Educational Secretary, Sacred Heart Province
3. Rev. Dr Mathew Vattathara CMI
Director, RSET
4. Rev. Fr John Therezhathu CMI
Administrator, RSET
5. Regional Officer, AICTE Regional Office,
Trivandrum (Ex officio)
6. Director of Technical Education,
Government of Kerala (Ex officio)
7. Prof. Dr M.S. Ananth
*Former Director, IIT Madras, and presently Emeritus Research
Fellow, Department of Chemical Engineering, IIT Madras*
8. Dr M.C. Dileep Kumar
Vice Chancellor, Sree Sankaracharya University of Sanskrit, Kalady
9. Mr. George Varghese, F.C.A
Financial Consultant
10. Mr. James Paul
*Retd Chief Engineer, Govt of Kerala, Chief Consultant of
Constructions*
11. Mr. N. Jehangir
Vice Chairman & Managing Director, NeST Group of companies
12. Dr John M. George
Vice Principal, RSET
13. Dr Joseph I. Injodey
Executive Director, Rajagiri College of Social Sciences

14. Adv. Jose Kannanthanam
Senior Counsel, High Court of Kerala
15. Prof. M. L. Kothari, FNAE
Former Professor, IIT Delhi
16. Dr K. Poullose Jacob
Former Pro-Vice Chancellor, CUSAT
17. Prof. S.C. Sahasrabudhe
Former Director, DA - IICT
18. Dr A. Unnikrishnan (Secretary)
Principal, RSET
19. Rev. Dr Varghese Panthaloookaran CMI
Representative of the CMI priests working in RSET
20. Mr. Venugopal C. Govind
Managing Partner, Varma & Varma Chartered Accountants
21. Dr Vinod Kumar P.B.
Professor, RSET

MANAGING COMMITTEE:

1. Rev. Dr Mathew Vattathara CMI - *Director (Chairperson)*
2. Rev. Fr John Therezhathu CMI - *Administrator*
3. Dr A. Unnikrishnan - *Principal*
4. Dr John M. George - *Vice Principal (Secretary)*

COLLEGE COUNCIL:

1. Rev. Dr Mathew Vattathara CMI - *Director (Chairperson)*
2. Dr Antony V. Varghese
3. Dr Jobin K. Antony
4. Dr John M. George - *Vice Principal*
5. Prof. A.J. Kuttyamma
6. Prof. P. R. Madhava Panicker

7. Dr A. Unnikrishnan – *Principal* (Convener)
8. Rev. Dr Varghese Panthaloookaran CMI
9. Dr Vinod Kumar P.B. (Secretary)

ACADEMIC COUNCIL:

1. Rev. Dr Mathew Vattathara CMI - Patron
2. Dr A. Unnikrishnan – *Principal* (Chairperson)
3. Dr John M. George – *Vice Principal*
4. Dr Vinod Kumar P.B. – *Secretary of the College Council*
5. Rev. Fr. Joseph Mathew CMI
6. Rev. Fr. Thomas P.J. CMI
7. Rev. Fr. Mejo Paul CMI
8. Rev. Fr. Ajeesh Puthussery CMI
9. Ms Liza Annie Joseph (HoD, DEI)
10. Prof. Dominic Mathew
11. Ms Priya S.
12. Dr Jobin K. Antony (HoD, DEC)
13. Ms Rithu James
14. Ms Tressa Michael
15. Mr Nithin Babu
16. Ms Swapna Davies
17. Dr Sminu Izudheen (HoD, DCS)
18. Prof. K.S. Mathew
19. Mr Biju Abraham
20. Mr Ajith S.
21. Ms Dhanya P.M.
22. Dr Unnikrishnan P.C. (HoD, DEE)
23. Ms Jayasri R. Nair

24. Ms Santhi B.
25. Ms Saritha S. (HoD, DIT)
26. Prof. Kuttyamma A.J.
27. Ms Neeba E.A.
28. Dr Thankachan T. Pullan (HoD, DME)
29. Dr Manoj G. Tharian
30. Mr Sidheek P.A.
31. Dr Sreekumar V.M.
32. Dr Aysha Zeneeb Majeed (HoD, DCE)
33. Prof. K.A. Ouseph
34. Ms Kavitha M.
35. Dr Antony V. Varghese (HoD, DBSH)
36. Mr Jose Antony
37. Dr Sonia Paul (Secretary)

ETHICS COMMITTEE:

- ❖ Principal (Chairperson)
- ❖ PTA representative(Vice Chairperson)
- ❖ College Council Secretary (Convener)
- ❖ Chairman, Student Council (Joint Convener)
- ❖ Administrator, RSET
- ❖ President/ Ward Member, Thrikkakara Grama Panchayath
- ❖ Faculty Advisor, Student Council
- ❖ NSS Programme Coordinator
- ❖ Student Welfare Officer

INTERNAL QUALITY ASSURANCE CELL:

The Internal Quality Assurance Cell gives advice and guidelines to the administration to maintain high quality work in academics and

administration. The cell monitors the quality aspects of all the academic and non-academic activities of the institution. The cell works on various accreditation aspects.

1. Dr A. Unnikrishnan, Principal - Chairperson
2. Dr John M. George, Vice Principal – Coordinator
3. Dr Vinod Kumar P.B. – Assistant Coordinator
3. Prof. Kuttyamma A.J. - Member Secretary

Members:

4. Dr Antony V. Varghese
5. Dr Manoj Tharian – NBA Coordinator
6. Dr Sonia Paul
7. Ms M. Shanmugha Priya – Representative, DEI
8. Ms Tressa Kurian – Representative, DCE
9. Ms Jincy Fernandez – Representative, DCS
10. Ms Harsha A. – Representative, DEC
11. Ms Anna Mathew – Representative, DEE
12. Ms Lakshmi K.S. – Representative, DIT
13. Mr James Mathew – Representative, DME
14. Ms Anju C. – Representative, DBSH
15. Mr Rony Antony P. – M. Tech Programme Coordinator
16. Ms Sangeetha Jamal – Timetable Committee Coordinator
17. Fr Mejo Paul Gracevilla CMI – Hostel Warden
18. Dr Biju Paul – Placement Officer
19. Mr M.T. Kuriakose – Administrative Officer
20. Mr P.M. Joseph – Senior Finance Officer
21. Mr Tony Joseph – Librarian
22. Mr Mathachan M.J. – Maintenance Engineer

23. Mr Shaibu Kurian – Technical Assistant
24. Mr Thomas T.J. – Clerk
25. Mr Jomon P. J. – Attender
26. Ms Bindu Paul – Record Keeper
27. Mr Nishanth P.R. – Employer Representative
28. Mr Vivek E.K. – Alumni Representative
29. Mr Suresh Nair – Industrialist
30. Ms Saji Varghese – Representative, Local Community
31. Ms Shruthy Y. – IQAC Office Assistant

IQAC EXECUTIVE COMMITTEE

1. Dr John M. George, Vice Principal – Coordinator
2. Dr Vinod Kumar P.B. – Assistant Coordinator
3. Prof. Kuttyamma A.J. – Member Secretary
4. Dr Manoj Tharian – NBA Coordinator
5. Fr Mejo Paul Gracevilla CMI
6. Dr Sonia Paul
7. Ms M. Shanmugha Priya – Representative, DEI
8. Ms Tressa Kurian – Representative, DCE
9. Ms Jincy Fernandez – Representative, DCS
10. Ms Harsha A. – Representative, DEC
11. Ms Anna Mathew – Representative, DEE
12. Ms Lakshmi K.S. – Representative, DIT
13. Mr James Mathew – Representative, DME
14. Ms Anju C. – Representative, DBSH
15. Ms Shruthy Y. – IQAC Office Assistant

INTERNAL AUDIT CELL:

Internal Audit Cell (IAC) conducts internal academic audit and produces the required documents and records to the external auditor on demand. IAC is also responsible for uploading the monthly report, annual report and any other data required by the external auditor and/or the A.P.J. Abdul Kalam Technological University.

1. Dr John M. George - Convenor
2. Dr Vinod Kumar P. B.
3. Fr Mejo Paul Gracevilla CMI
4. Prof. Kuttyamma A. J. - Secretary
5. Ms Liza Annie Joseph
6. Dr Sonia Paul
7. Ms Mary Hexy - Representative, DEI
8. Mr Bibin Hezakiel - Representative, DCE
9. Ms Tripti C. - Representative, DCS
10. Dr Elizabeth Rita Samuel - Representative, DEE
11. Ms Shubhasree A.V. - Representative, DEC
12. Ms Mary John - Representative, DIT
13. Mr Jibin Noble - Representative, DME
14. Mr Jose Antony - Representative, DBSH
15. Mr Thomas T. J. - Clerk
16. Ms Shruthy Y. - IQAC Office Assistant

PARENT TEACHER ASSOCIATION:

The parents are provided with the opportunity to observe the working of the institution, and to give their valuable suggestions for better quality service through the interaction with the faculty and the management. The PTA has an executive committee comprising the parents of students' branch wise and year wise and the representatives

of the faculty including the Director and the Principal. The committee meets at least twice in a year to discuss all matters of interest.

STUDENTS' GRIEVANCE REDRESSAL:

The mechanism takes care of the complaints and difficulties of the student community. At the primary level, the teacher-in-charge listens to the problem in detail. If it is an academic matter, the faculty member of the concerned subject is consulted to sort out the case. If the situation demands, the teacher-in-charge will also contact the parent/guardian/hostel warden.

The teacher-in-charge refers unresolved cases to the HOD. The two members can avail the services of the Student Welfare Officer if needed. At the appellate level, the Principal will redress all the unresolved cases in consultation with the College Council and the Director.

GRIEVANCE REDRESSAL CELL:

Dr Jaison Jacob (DEC) - Chairperson

Mr Sidheek P.A. (DME) - Secretary

Members:

Prof. K.A. Ouseph (DCE) Dr Abraham Thomas (DEI),
Fr Ajeesh Puthussery (DBSH), Ms Caroline Ann Sam (DEE)

STUDENT WELFARE COMMITTEE:

1. Fr. Thomas P.J. - Chairperson
2. Dr Silvy Mathew, Student Welfare Officer - Secretary
3. Mr Vineeth Krishna P. (DME)
4. Ms Anju C. (DBSH)
5. Ms Tripti C. (DCS)
6. Ms Anitha Varghese (DCE)
7. Ms Parvathy Harikumar (DEI)

COMPLAINTS COMMITTEE AGAINST SEXUAL HARASSMENT (CCASH):

In compliance with the Supreme Court Judgment and guidelines issued in 1997 as well as the 'Sexual Harassment of Women at Work Place (Prevention, Prohibition, and Redressal) Bill 2006', to provide for the effective enforcement of the basic human right of gender equality and guarantee against sexual harassment and abuse, RSET had constituted a Women's Grievance Redressal Committee (WGRC) in 2009. The afore said bill was enacted in April 2013 and keeping with the spirit of the Act, the WGRC has been renamed as the **Complaints Committee against Sexual Harassment (CCASH)** to make its purpose more explicit.

Committee Members:

1. Ms Mary Priya Sebastian - DCS - Chairperson
2. Ms Jayasri R. Nair - DEE - Convener
3. Dr Jayanthi V.S. - DEC
4. Ms Priya S. - DEI
5. Ms Elsa Paul - DCE
6. Dr Sherly K.K. - DIT
7. Ms Anita John - DCS
8. Mr Mathew Baby - DME
9. Ms Bindu V. A. - DBSH
10. Mr Reji V.V. - Administration
11. Dr Celine Sunny - Sociologist and Research head, RCSS (ex-officio member)
12. Student Council Vice Chairperson - (ex-officio member)

Objectives:

1. To act as an inquiry authority on a complaint of sexual harassment.
2. Deal with cases of sexual harassment in a time bound manner, aiming at ensuring support services to the victimized and termination of the harassment.

3. Take proactive measures to sensitize the staff, faculty and students about gender issues, sexual harassment and its legal implications through awareness seminars, campaigns, talks etc.

Procedure for Lodging a Complaint with the Committee

A written complaint of sexual harassment may be lodged by the aggrieved woman (who can be a teaching or non-teaching staff or a student of RSET) or a third party with any member of the complaints committee within a period of three months from the date of sexual harassment or in case of a series of incidents within a period of three months from the date of last incident. An inquiry will be conducted soon afterwards and during the pendency of the inquiry the aggrieved woman will be provided with all the necessary support as deemed fit for the situation on her request. According to the Supreme court guidelines, sexual harassment can be defined as “unwelcome” sexually determined behaviour (whether directly or by implication) such as:

- Physical contact and advances;
- Demand or request for sexual favours;
- Sexually coloured remarks;
- Showing pornography; and
- Other unwelcome physical, verbal or non-verbal conduct of a sexual nature. (Vishaka judgment by Supreme Court)

The following are also sexual harassments and are covered by the committee:

- Eve-teasing,
- Jokes causing or likely to cause awkwardness or embarrassment,
- Innuendos and taunts,
- Gender based insults or sexist remarks,
- Unwelcome sexual overtone in any manner such as over telephone (obnoxious telephone calls) and the like,
- Touching or brushing against any part of the body and the like,
- Displaying pornographic or other offensive or derogatory pictures, cartoons, pamphlets or sayings,

- Implied or explicit promise of preferential treatment in her employment in exchange for sexual favours
- Implied or explicit promise of threat/detrimental treatment in her employment on refusal of sexual favours
- Interference with her work or creating an intimidating/hostile work environment for her.

ANTI-RAGGING CELL:

Anti-ragging Cell is in operation under the overall charge of the Principal. Students are advised to bring cases of ragging (either on the college campus or in the hostel) to the notice of the Principal/members of anti-ragging committee/teachers/hostel wardens. The offenders shall be liable for punishment with imprisonment and fine. Offenders may be expelled from the institution.

Convener: Dr A.Unnikrishnan, Principal

Coordinator: Mr Ajith S. (DCS)

Members:

- Mr Biju Abraham Narayamparambil (DCS)
- Fr Joseph Mathew (DEI)
- Fr Mejo Paul (DEE)
- Fr Thomas P.J. (DEI)
- Ms Mary Priya Sebastian (DCS)
- Ms Jayasri R. Nair (DEE)
- Mr Krishna Kumar K.P. (DEI)
- Mr Vineeth Krishna P. (DME)
- Ms Maria Sebastian (DBSH)
- Ms Deepthi Jayan K. (DBSH)
- Mr Senjo Manuel (DME)
- Mr Jayakumar J. (DCE)
- Dr Silvy Mathew (Student Welfare Officer)

- o Mr Rejeesh T. Chacko (Physical Education)
- o Representative from Students Council
- o Student representative from First Year
- o Representative from PTA
- o Representative from NGO
- o Representative of Civil Administration
- o Representative from Police Department
- o Representative from Media

EXAMINATION CELL:

- | | |
|--|--------------------|
| ❖ Dr Rithu James | Convener |
| ❖ Fr Mejo Paul CMI | Assistant Convener |
| ❖ Ms Aparna S. Babu | DEI |
| ❖ Mr Arun B. | DCE |
| ❖ Mr Harikrishnan M. | DCS |
| ❖ Mr Uday Babu P. | DCS |
| ❖ Mr Abhishek Viswakumar | DEC |
| ❖ Ms Sherry Ann Zachariah | DEC |
| ❖ Ms Sreepriya R. | DEE |
| ❖ Ms Abey Abraham | DIT |
| ❖ Mr Krishnaraj | DME |
| ❖ Mr Akash James | DME |
| ❖ Sr. Alphonsa Thomas | DBSH |
| ❖ Software Support: Mr Arun Kumar S., Mr Jose Steeveson | |
| ❖ Technical Support: Mr Shaibu Kurian, Mr Sunil Kumar K.S., Mr Jeeson John, Mr Vinayak V.V., Mr Cleetus E.M., Mr Thomas Varghese | |
| ❖ Technical Support MTech: Mr Vinodkumar P.V. | |
| ❖ Administrative Support: Mr Thomas T.J. | |

APJ ABDUL KALAM TECHNOLOGICAL UNIVERSITY CENTRALIZED VALUATION CAMP

B.TECH PROGRAMMES:

1. Dr Antony V. Varghese – Camp Officer
2. Mr Ajai V. Babu – Assistant Camp Officer
3. Mr Paul Augustine – Assistant Camp Officer

Technical Support:

1. Mr Felix Xavier, DIT
2. Mr Anoop Xavier, DME
3. Mr Pinto P.J., DCE
4. Ms Savitha Sebastian, DEE
5. Mr Thomas T.J.

M.TECH PROGRAMMES:

1. Dr Vinod Kumar P.B. – Camp Officer
2. Mr Rony Antony P. – Assistant Camp Officer
3. Ms Anita John – Assistant Camp Officer
4. Mr Ginnes K. John – Assistant Camp Officer

EXAMINATION MONITORING CELL:

All HoDs

Prof. P.R. Madhava Panicker

Prof. Dominic Mathew

Dr Vinod Kumar P.B.

TIME TABLE COMMITTEE:

- | | |
|-----------------------|----------|
| 1. Ms Sangeetha Jamal | Convener |
| 2. Ms Aparna George | DEI |
| 3. Ms Priya S. | DEI |

4. Ms Deepthi I. Gopinath	DCE
5. Ms Anu Mathew	DCE
6. Ms Jisha Mary Jose	DCS
7. Ms Dincy Paul	DCS
8. Ms Rinu Alice Koshy	DEE
9. Ms Soniya Raju	DEE
10. Ms Indu S.	DEC
11. Mr Kiran K.A.	DEC
12. Ms Bency Wilson	DIT
13. Mr Mathews Abraham	DIT
14. Mr Senjo Manuel	DME
15. Mr Ratheesh T.R.	DME
16. Dr Deepa K. Baby	DBSH
17. Ms Maria Sebastian	DBSH

STUDENTS' AID FUND:

The Students' Aid Fund aims at providing financial assistance to students who are in need. A committee comprising the Director, Principal, HODs, College Council secretary, Vice President of the PTA, Secretary of the PTA and Chairperson of the Student Council, looks into the organization and operation of the Students' Aid Fund. The committee is responsible for deciding the eligibility criteria and assistance amount, and identifying the students who are to be given financial assistance.

STUDENT SUPPORT RESOURCES

Student Welfare:

The Student Welfare Officer offers counseling to the students on their personal and academic problems.

Student Welfare Officer: Dr Silvy Mathew

Industrial Training:

Industrial training is provided to students every year in order to facilitate better exposure to emerging trends in the industry, and help them gain hands on experience.

Student Enrichment Programmes:

- Personality and aptitude development programmes
- Coaching for competitive exams like GATE etc
- Communication skills development
- Membership in professional bodies like ISTE, IEEE, IE (I) etc
- Student Seminars and Presentations
- National Seminars and Technical Symposia for research scholars and engineering students

Career Guidance Cell:

The Career Guidance Cell organizes lectures, presentations and seminars; and acts as an information source on higher education and career opportunities. It helps the students analyze their aptitude, and make the best choice from the available alternatives.

Placement Cell:

The Placement Cell keeps track of openings within the country and abroad, and brings in companies for campus recruitment. It prepares students for recruitment by providing training through aptitude tests, group discussions and mock interviews.

Coordinators: Fr. Mejo Paul, Dr Biju Paul, Dr Varghese S. Chooralil

Department Members: Mr Hari C.V. (DEI), Ms Kavitha M. (DCE), Mr Joseph John (DCS), Mr Unnikrishnan L. (DEE), Mr Kiran K.A. (DEC), Ms Mary John (DIT), Mr Jeffin Johnson (DME)

Placement Executive: Mr Varun Jose

Office Assistant: Ms Nisha K.P.

International Engagement Office:

Coordinator: Fr. Thomas P.J.

International Officer: Dr Biju Paul

Office Assistant: Ms Nisha K.P.

Entrepreneurship Development Cell & Incubation Center:

(Innovation and Entrepreneurship Development Cell (IEDC))

The Entrepreneurship Development Cell has been set up with the objective of inculcating an entrepreneurial culture in the students, and to sensitize them to the real economic and industrial development scenario. The ED Cell organizes interactive sessions with successful entrepreneurs, workshops and debates, and interaction with promotional agencies.

The Rajagiri Incubation Centre (RIC) provides RSET alumni and students with facilities that will help them design and develop the working models of their innovative ideas and concepts. The center is supported by a set of committed and experienced faculty members who provide constant encouragement for new and developmental initiatives.

Coordinators: Mr Nitheesh Kurian (DEC) – Nodal Officer; Mr Jibin Joseph (DCE) – Staff CTO; Ms Nikhila T. Bhuvan (DIT) – Department Coordinator; Ms Parvathy Harikumar (DEI) – Department Coordinator; Ms Soniya Raju (DEE) – Department Coordinator; Mr Abinson Paul (DME) – Department Coordinator; Mr Harikrishnan M. (DCS) – Department Coordinator

Industry-Institute Interaction Cell:

Industry-Institute Interaction Cell has been set up with the objective of promoting interaction between industry and institute for the

betterment of engineering education offered at RSET. The cell provides opportunities to the faculty and students to get familiarized with the practices of the industry and its associated activities, thereby bridging the gap between academic learning and industry applications.

The cell organizes industrial visits, industrial training, seminars, workshops, technical talks etc. Students also get the opportunity to interact with senior executives from various industries under the programme 'Tea with a CEO'.

Tie up with different industries have been established in various aspects like sharing expertise and building supportive partnership and network; developing academic-industry interface by undertaking R&D projects, students projects, consultancy services, support for the design / development of industrial projects; and identifying talented students and nurturing their capabilities amongst others.

Coordinators: Dr Thankachan T. Pullan (DME), Dr Anand S. (DEC), Ms Nimisha Reji (DCE), Prof. Dominic Mathew, Fr Thomas P.J. (DEI), Dr Sherly K.K. (DIT), Mr Unnikrishnan L. (DEE), Prof. K. S. Mathew (DCS)

Software Development Unit:

Rajagiri Software Development Unit has been formed to fulfill all the software needs of RSET. The group helps RSET with requirements gathering, requirements analysis, design, development, implementation, vendor validation, outsourcing, negotiations etc. The group is headed by the faculty, and has both faculty and software developers as its members. The group also employs RSET students who are capable of contributing to the appropriate activities of the group. The students thus get an opportunity to work on real projects which are later put in to use.

The RSET website and associated framework for automating the same, Rajagiri Students Management System, RSET & RSOM email servers, RSET Digital Library, RSET Payroll Management System, RSET Online Examination System, Admission automation, Exam automation, and Maintenance Management System are a few of the software that have been developed by the unit. The unit also carries out consultancy work.

Coordinators: Mr. Biju Abraham Narayamparambil, Mr. Jobin Jose

Training & Development Cell:

Globalization and the dynamic nature of the engineering stream have created the demand for engineers who are not only technically competent but who also have a fair measure of soft skills and intercultural awareness. Organizations look for employees having this competitive edge that will enable them to excel in their chosen field. The Training and Development Cell aims at fulfilling this need and ensuring a smooth transition for the student into the world of business as a full-fledged professional.

The objectives are to help students develop their personality and equip them with the additional skills necessary to succeed in the workplace. Complementing the technical knowledge received during the four year course, will be structured and continuous inputs on personality development and soft skills that will enable students to have a holistic view of themselves, their education and career choices. The areas of focus include:

- Self and context awareness
- Decision making and action planning
- Leadership skills
- Team skills
- Values & ethics

Rajagiri Research and Consultancy Center (RRCC):

RRCC is a body that coordinates the research activities of RSET in view of sponsored industrial projects and consultancy operational at RSET ever since 2008. It consists of Centers of Excellences (CoEs) and Research Groups that nurture creative problem solving skills of the faculty and students. Each CoE and Research Group consists of faculty members and students who research on specialized areas of engineering and technology.

Coordinator: Prof. Dr.-Ing. Varghese Panthaloorkan CMI

Centers of Excellence:

A typical Center of Excellence (CoE) is an interdisciplinary research group led by a Chair Professor sponsored by an industry, who will lead the academic and R&D activities of the CoE. The sponsoring industry will additionally establish a state of the art laboratory and well-equipped library in the area of excellence. In due course of time, each CoE will also establish typical Master Programs in Technology (M.Tech) in the focal area of the CoE. The sponsoring industry will benefit from the results of the R&D related to the far-future of the industry, carried out through the undergraduate, graduate and doctoral research projects of the students of RSET and from the joint projects sponsored by different national and international industries or agencies. Each CoE will carry the cultural signature of the sponsoring industry, with respect to its processes and operations and will further develop upon them. Thus, participating in the activities of a CoE will help students become industry-ready, imbibing the culture of the sponsoring industry and participate in the R&D related to its future technologies. This is expected to improve the placement of RSET students in the core companies related to their area of interest and expertise. Each CoE will also develop its own branded international events as well as publications in due course of time. Different Centers of Excellence will become part of Rajagiri Institute of Future Technologies (RIoFT), which will pursue R&D on the future technologies of the world in collaboration with different national and international academic and industrial partners.

1. NeST Center of Excellence in Internet of Things

Chair Professor: Prof. Dr. Paulose Jacob

Participating Departments: DEC, DCS, DIT, DAE, DME & DBSH

2. STEAG Center of Excellence in Smart City Technologies

Participating Departments: DME, DCE, DEE

3. Center of Excellence in Materials Engineering (Upcoming)

Participating Departments: DME, DEC, DEE, DAE

4. Center of Excellence in Education Technologies (Upcoming)

Participating Departments: DBSH, DME, DEC, DAE, DEE, DIT, DCS

5. Center of Excellence in Mobility Technologies (Upcoming)

Participating Departments: DEE, DME, DEC, DAE, DEE, DIT, DCS

6. Center of Excellence in Intelligent Machine Tools (Upcoming)

Participating Departments: DME, DEE, DEC, DAE, DEE, DIT, DCS

Research Groups:

Interdisciplinary Research Groups:

- Robotics & Automation Group (DEC, DCS, DME)
- Image Processing & Computer Vision Group (DAE, DEC, DIT, DCS)
- High Performance Computing Group (DAE, DEC, DCS, DIT, DEE, DME, DBSH)
- Speech & Acoustic Image Group (DAE, DEC)
- Machine Learning Group (DAE, DEC, DIT, DCS)
- Bio-design, Instruments, Research & Development Group (DAE, DEC, DCS, DIT, DEE, DME, DBSH)

Department of Electronics & Communication Engineering:

- Communication Systems Group
- Signal Processing Group
- VLSI & Embedded Systems Group
- Optomechatronics Group

Department of Computer Science & Engineering:

- Computer Architecture Group
- Computer Security Group
- Computer Networking Group
- Data Analytics Group
- Image Processing Group
- Natural Language Processing Group
- Pattern Recognition & Fault Tolerant Computing Group

- Theoretical Computer Science Group
- Cloud Computing Group
- Software Engineering Group

Department of Applied Electronics & Instrumentation:

- Instrumentation Design & Development Group
- Process Control Group
- Signal Processing Group

Department of Electrical & Electronics Engineering:

- Power Electronics & Drives Group
- Intelligent Machine Control Group
- Distributed Grid Integration Group

Department of Information Technology:

- Distributed Computing & Systems Group
- Networks Group
- Data Mining Group

Department of Mechanical Engineering:

- Energy : Solar & Thermal Systems Group
- Computer Aided Engineering Group
- Manufacturing Engineering Group

Department of Civil Engineering:

- Structural Engineering Group
- Geotechnical & Environmental Engineering Group
- Transportation Engineering Group
- Water Resources Engineering Group

Department of Basic Sciences & Humanities:

- Chaos and Fractals Group

- Fuzzy Systems Group
- Mathematical Morphology Group
- Complex Dynamics Group
- Fractal Geometry Group
- Graph Theoretic Signal Processing Group
- Electrochemical Energy System Group
- Nanomaterials Group
- Engineering Education Group

The Centers of Excellence (CoEs) and Research Groups help students develop research and life-long learning skills. Students or student groups will be mentored by CoEs and Research Groups in view of the undergraduate/graduate/doctoral research. A typical undergraduate research project at RSET, for example, consists of four phases. 1) “Nano-project” phase, where the first year undergraduate students are initiated into the innovative themes of the respective engineering discipline in the very first year of their BTech program, 2) “Micro-project” phase, where the undergraduate students get experiential introduction to undergraduate research, 3) “Mini-project” phase, where concrete definition is given to the undergraduate project and 4) “Macro-project” phase, where the project is implemented and reported. The necessary skill-set required by specific project is acquired through dedicated programs like, workshops, industrial visits, conferences and lectures organized by CoEs and Research Groups.

GATE Coaching:

Convener: Mr Jayakumar J. (DCE)

Members: Mr Dhanesh M.S. (DEC), Mr Sidheek P.A. (DME), Mr Jibin Joseph (DCE), Mr Hari C.V. (DEI), Ms Abey Abraham (DIT), Ms Anna Mathew (DEE), Ms Meenu Mathew (DCS)

CAT Coaching:

Convener: Dr Jobin K. Antony

Member: Mr Sidheek P.A. (DME)

CO-CURRICULAR/EXTRA CURRICULAR ACTIVITIES

STUDENT COUNCIL:

The Student Council acts as an interface between the students and the management. It provides opportunities for the students to develop their social and cultural life, and focuses on the overall development of the individual. The Student Council also undertakes the responsibility of bringing out the annual college magazine.

Faculty Advisors: Fr Ajeesh Puthussery, Mr Nithin Babu (DEC), Mr Jibin Noble (DME), Ms Deepthi I. Gopinath (DCE), Ms Aparna George (DEI), Mr Binu R. (DBSH), Mr Joseph John (DCS), Ms Divya James (DIT), Ms Renu George (DEE)

MAGAZINE:

Faculty Advisors: Mr Rejeesh T. Chacko (DBSH), Mr Harikrishnan M. (DCS), Ms Mehbooba P. Shareef (DCS)

ARTS CLUB:

The RSET Arts Club encourages the artistic talents of the students, provides them with the opportunity to hone their organizational skills and develop a spirit of sportsmanship and cooperation. It organizes the annual Arts Festival - 'Bharatham'.

Faculty Advisors: Ms Aswathy G. (DCE), Mr Sreekumar G. (DEC), Mr John Paul (DME), Ms Aparna S. Babu (DEI), Ms Radhika Das (DBSH), Ms Prathibha P.K. (DEE), Ms Jomina John (DCS), Ms Mary John (DIT)

MUSIC CLUB:

The RSET Music Club is formed with the active participation of students from all batches. The club encourages the students to generate new horizons to their music dreams.

Faculty Advisors: Mr Bibin Hezakiel (DCE), Ms Anitha Varghese (DCE), Ms Rinju Mariam, Rolly (DEC), Mr John Paul (DME), Ms Prathibha P.K. (DEE), Ms Lakshmi C. (DBSH)

LITERARY FORUM:

The Literary Forum provides the students with opportunities to develop and hone their creative skills, and conducts literary workshops, seminars and discussions on literature and creative writing.

Faculty Advisors: Mr Arun B. (DCE), Ms Anila Kuriakose (DEC), Prof. P.R. Madhava Panicker (DEI), Ms Lekshmi Vijayakumar (DBSH), Mr Ajith S. (DCS)

DEBATE CLUB:

Faculty Advisors: Mr Vishnu Shankar (DME), Mr Shyam Sunder Iyer (DBSH), Ms Mary Priya Sebastian(DCS)

MEDIA CLUB:

The Media Club aims to be a platform that stimulates public dialogue, a force that supports the creation of new works, and a picture show that appeals to professionals as well as those who love photography and are simply curious to discover the unknown that surrounds them.

Faculty Advisors: Mr Sujith S. (DBSH), Mr Rinku Jacob (DBSH), Mr Uday Babu P. (DCS)

MATHEMATICS CLUB:

The Club aims at promoting the mathematical skills and sharpness of the students. Membership is open to all students with a strong affinity for mathematics. The activities of the club include quizzes, puzzles, video shows, projects, workshops etc.

Faculty Advisors: Ms Maria Sebastian, Ms Jaya Abraham

QUIZ CLUB:

The chief objective of this club is to encourage students to develop both their Engineering and General knowledge, by participating in various intra and inter college competitions. Right from its inception, the quiz club has won laurels for the college with its various achievements.

Faculty Advisors: Mr Jayakumar J. (DCE), Mr Vishnu Shankar (DME), Ms Meherban M.S., (DCS), Mr Jose Antony (DBSH)

NATURE CLUB:

The RSET 'TREE' (Together Restoring Environment Effectively) Nature Club organizes nature conservation activities, study trips, quizzes, bird watching trips etc. Cycle campaign trip and trekking are the specialties. The club aims at promoting an eco-friendly life style in the society.

Faculty Advisors: Mr Arun T. Moonjely (DCE), Ms Swapna Davies (DEC), Ms Anjusree V.K. (DCS), Dr Ramkumar P.B. (DBSH)

NATIONAL SERVICE SCHEME (NSS):

The NSS unit (Technical Cell Unit No. 232) actively undertakes social and humanitarian projects. The unit helps the wards near the college by sponsoring educational needs of their children.

Faculty Advisors: Fr. Mejo Paul, Ms Anu Mathew (DCE), Mr Bonifus P.L. (DEC), Mr Vineeth Krishna P. (DME), Mr Sandy Joseph (DCS), Mr Rejeesh T. Chacko (DBSH), Ms Lisha Paulose (DBSH), Mr Binu A. (DIT)

SPORTS CLUB:

Faculty Advisors: Dr Shibu P.P.(DBSH), Mr Rejeesh T. Chacko (DBSH), Ms Lisha Paulose (DBSH), Mr Arun T. Moonjely (DCE), Ms Harsha A.(DEC), Mr Naveen N. (DEC), Ms Jisha Mary Jose (DCS), Mr Hareesh M. J.(DCS), Mr Mathews Abraham (DIT), Mr Ginnes K. John (DEE)

ENERGY CONSERVATION & ENCON CLUB

Faculty Advisors: Mr Jibin Noble (DME), Mr Biju Abraham N. (DCS), Ms Jyotsna A. (DCS), Ms Anna Mathew (DEE), Mr Unnikrishnan L. (DEE)

HONESTY SHOP:

Faculty Advisors: Ms Vinmol K. Jesudas (DBSH), Mr Shyam Sunder Iyer (DBSH)

CHRISTIAN ACTIVITY:

Faculty Advisors: Fr Thomas P.J., Fr Joseph Mathew

PROFESSIONAL BODIES:

- **IEEE (Institute of Electrical And Electronics Engineers) STUDENT CHAPTER**

Branch Advisor: Mr Sreekumar G.

Faculty Advisors: Mr Nitheesh Kurian (DEC), Ms Meena V. (DEI), Mr Jebin Francis (DEE), Ms Meherban M.S.(DCS), Ms Anjusree V.K. (DCS)

- **ISTE (Indian Society For Technical Education) CHAPTER**

Faculty Advisors: Mr Abhishek Viswakumar (DEC), Mr Jibin Noble (DME), Prof. K.S. Mathew(DCS), Mr Paul Augustine (DCS)

- **CSI (Computer Society of India) CHAPTER**

Faculty Advisors: Dr Preetha K.G. (DIT), Prof. K.S. Mathew(DCS), Ms Tripti C. (DCS)

- **IETE (The Institution of Electronics And Telecommunication Engineers)**

Faculty Advisors: Dr Anand S.(DEC), Ms Sherry Ann Zachariah (DEC)

- **IEI (The Institution of Engineers)**

Faculty Advisors: Dr John M. George (DME), Ms Jayasri R. Nair (DEE)

- **IIW (Indian Institute of Welding)**

Faculty Advisors: Dr Thankachan T. Pullan (DME), Mr Jibin Noble (DME)

- **Yi (Young Indians, part of CII - Confederation of Indian Industry)**

Faculty Advisor: Mr Jeffin Johnson (DME)

- **ISOI (Instrument Society of India)**

Faculty Advisors: Prof. Dominic Mathew, Mr Krishnakumar K.P. (DEI)

- **IEEE (IAS) Chapter**

Faculty Advisor: Mr Jebin Francis (DEE)

- **ASHRAE(American Society of Heating, Refrigerating and Air Conditioning Engineers)**

Faculty Advisor: Mr John Paul (DME)

- **ASME (American Society of Mechanical Engineers)**

Faculty Advisor: Dr Manoj Tharian (DME)

- **ICI (Indian Concrete Institute)**

Faculty Advisors: Ms Kavitha M.(DCE), Ms Anu Mathew (DCE)

- **SEEM (Society of Energy Engineers & Managers)**

Faculty Advisors: Ms Caroline Ann Sam (DEE), Mr Unnikrishnan L. (DEE)

BRANCH ASSOCIATIONS:

The seven branch associations carry out various students' activities to enhance the general technical skills and awareness of students. They are:

- **APPTRONICS** - Applied Electronics & Instrumentation Engineering

Faculty Advisors: Mr Hari C.V, Fr. Thomas P. J.

- **NIRMANA** - Civil Engineering

Faculty Advisors: Mr Arun T. Moonjely, Ms Elsa Paul

- **CYBERBLITZ** - Computer Science & Engineering

Faculty Advisors: Ms Meera M., Ms Anjusree V.K.

- **ELECTRONAUTS** - Electronics & Communication Engineering

Faculty Advisors: Mr Nithin Babu, Ms Shyama Sreekumar, Ms Rinju Mariam Rolly

- **ELUXTRA** - Electrical & Electronics Engineering

Faculty Advisors: Mr Jebin Francis, Ms Ragam Rajagopal

- *i-TRAX* - Information Technology & Engineering
Faculty Advisors: Ms Abey Abraham, Mr Mathews Abraham
- *REAL MECHANICA* - Mechanical Engineering
Faculty Advisors: Mr Jithin P.N., Mr Vineeth K.P.

STUDENT COUNCIL 2018-'19

No.	Post	Name	Class
1.	Chairman	Peter Mattackal John	S7 CE
2.	Vice Chairperson	Jinsha Babu George	S7 AEI
3.	General Secretary	Sanju Shaji	S7 AEI
4.	University Union Councilor	Afsal K. A.	S7 CSE A
5.	Editor-College Magazine	Franklin Antony	S7 CSE B
6.	Sports Secretary	Tinoy Atly	S7 ME B
7.	Arts Club Secretary	Habil Ahamed	S7 CE
8.	4 th year Representative	Mebin Johnson	S7 IT
9.	3 rd year Representative	Rahul R.	S5 EC C
10.	2 nd year Representative	Gaurav Basheer	S3 ME A
11.	1 st year Representative	Antony M. C.	S1 EC A
12.	Lady Representatives	Amala Mareena James	S7 CE
		Lucy Maria Joseph	S7 CS B
13.	M. Tech Representatives	Aiswarya S.	S1 VLSI
		Tony Binoy	S3 NE

FACILITIES

Computing:

All computers on the RSET campus are networked and internet enabled through a 24/7, 150 Mbps 1:1 leased line (90 Mbps Asianet & 60 Mbps Vodafone). There is also NMEICT with a bandwidth of 10 Mbps. The leased lines are connected through a UTM. Color reprographic facilities are also available.

Library:

Alethea, the library is a computerized information system, which has all facilities for information storage and retrieval. It follows the open access library system. It has a total area of 937sq.m. and a seating capacity of 201. The library functions from 8.00 a.m. to 8.30 p.m. on all days, except state public holidays other than Sundays. Apart from this central facility, each department has separate department libraries. Reprographic facility is available in the library premises.

Digital Library Facilities

E-Alethea: RSET Digital library includes 1. Links to various sites of academic interest, 2. Public domain materials like Conference Papers, Electronic Theses and dissertations, Technical Reports, FAQ's and electronic books.

Institutional Repository: Includes 1. Faculty collections: papers/articles/invited lectures. 2. Previous University Question Papers 3. RSET Internal Examination Question Papers. 4. Proceedings of the conferences organized by RSET 5. Student project reports and seminar reports

Video Library: (Streaming video archive) Video lectures procured from NPTEL and C - DEEP IIT Bombay.

E-Journal Packages:

1. IEEE All-Society Periodical Package (ASPP) + IEEE Proceedings Order Plan All (POP ALL)
2. ASCE - Civil Engineering

3. ASME - Mechanical Engineering
4. The American Mathematical Monthly

Šünya Labs:

Set up in 2017, Šünya Labs is a Centre of Excellence in Advanced Computing and Communications, which consists of the High Performance Computing Lab with a computing power of 6.1 TFLOPS; FabLab, the digital fabrication workshop; and the Cloud Lab. The centre is also equipped with its own research space and seminar hall.

Hostels:

The campus offers separate hostel facilities for boys and girls with Resident Tutors/Wardens to look into the welfare of the students, and provide necessary help.

Men's Hostels	Chief Warden	Assistant Wardens Phone number
Sanjoe Men's Hostel - I	Vice Principal	Fr Mejo Paul CMI 95625 92022
Sanjoe Men's Hostel II		Fr Joseph Mathew CMI 94965 74790 Fr. Thomas P.J. CMI 80863 39436 Fr. Ajeesh Puthussery CMI 8281775407
Ladies' Hostels	Warden	Phone Number
Assumption Hostel	Sr Kochuthresia K. SABS	0484-2421968
Daya Bhavan (1 st year students)	Sr Anne Palliyil SABS	0484-2425295

Cafeteria:

RSET has a spacious multi cuisine cafeteria. In addition, coffee & tea counters are provided on different floors in the main building, and in K.E. block.

Transport:

The college bus routes are as follows:

- 1) Thoppumpady - Kundanoor - Vyttila - Padivattom - Kakkanad - Campus
- 2) Ravipuram - Jos Junction - TDM Hall - High Court - Kacheripady - Palarivattom - Campus
- 3) Kacheripady - Lisie Junction - Kaloor Bus Stand - Stadium - Campus
- 4) Kaloor Bus Stand - Mamangalam - Edappally Toll - Thrikkakara Temple - BMC - Campus
- 5) Palarivattom - Alinchuvadu - Padivattom - Vazhakala - Padamugal - Kakkanad - Campus
- 6) High Court - Palarivattom - Kakkanad
- 7) Palarivattom Ladies Hostel - Kunnumpuram - NGO Quarters - Mavelipuram - Campus
- 8) Aluva - Bank Junction - Pump Junction - KSRTC - Govt Hospital - Pulinchodu - Campus
- 9) Pulinchodu, Aluva - KSRTC Garage - Ambattukkavu - Companypady - Kalamassery - Campus
- 10) Angamaly KSRTC - TELK - Athani - Parur Kavala - Campus (Starting time: 7.10 a.m.)
- 11) HMT Junction - Toshiba - Vallathol Junction - Campus
- 12) BMC Hostel - Civil Station, Kakkanad - Campus
- 13) Kalamassery - Kalamassery Panchayath - Changampuzha Nagar - Pathadipalam - Koonamthai - Edappally Toll - Station Kavala - Mamangalam - Campus
- 14) Paravur - Koonammavu - Container Road - Premier - BMC - Campus

- 15) Toll Junction – TVS Junction – Thrikkakara Temple – BMC – Campus
- 16) Panampilly Nagar – Passport Office – Kadavanthra – Vyttila – Alinchuvadu – Campus
- 17) Manorama – Kathrikadavu – Kaloor Stadium – Campus
- 18) Vyttila – OEN – Power House – Thykoodam – Chambakkara – Pettah – S.N. Junction – Milma – Puthiyaroad – Campus
- 19) Tripunithura – S.N. Junction – Kizhakkikota – Karingachira – Irumpanam – Campus
- 20) Poothotta – Tripunithura – Karingachira – Campus (Starting time: 7.10 a.m.)
- 21) Perumbavoor – Kizhakkambalam – Pallikkara – Campus (Starting time: 7.10 a.m.)

The buses start at 7.20 a.m. from the specified starting points (unless otherwise specified); on the return trips, the buses leave the campus at 4. 45 p.m.

(For further details, refer Bus Facility Rules)

Sports & Fitness:

Physical Education, Sports and Fitness is an integral part of the Rajagirian's total educational programme. The Physical Education Department at RSET is committed to providing students with a worthwhile and enjoyable learning environment while providing the necessary knowledge and tools to adhere to a lifetime of activity and better health.

RSET has been maintaining a high standard in almost all games. We offer systematic training and coaching for various games in the evening throughout the year. Leading institution teams are invited to RSET for play-ing practice matches. In order to give a competitive experience and exposure, RSET teams participate in all the Kerala Technological University and M.G University inter-collegiate tournaments and inter-engineering tournaments in Kerala.

Facilities for Sports & Games

Sl. No.	Name of the Area	Qty. & Plinth Area in Sq. Mtrs.
1	Basketball courts with permanent floodlight facility	2 Nos (2050 Sq m)
2	Football Field	1 No (5850 Sq m)
3	Cricket Ground	1 No (9000 Sq m)
4	Volleyball Courts with Floodlight Facility	2 Nos (400 Sq m)
5	Throw ball Court	2 Nos (850 Sq m)
6	Tennis Court (clay courts)	1 Nos (200 Sq m)
7	a) Fitness Centre Gents	1 Nos (500 Sq m)
	b) Fitness Centre Ladies	1 Nos (500 Sq m)
8	Play Ground Consist of 200 Mtrs Athletic Track, Long Jump Pit, Shot-put, Discuss Throw Pits and Javelin Throw Sector	1 Nos (5850 Sq m)
9	a) Department Room	1 Nos (400 Sq m)
	b) Sports Store	1 Nos (100 Sq m)
10	a) Indoor Badminton Courts	2 Nos (1000 Sq m)
	b) Table Tennis Area	2 Nos (175 Sq m)

The faculty of Physical Education organizes inter house competitions to provide competitive experience, interactions with fellow collegians, teachers, juniors and seniors, to develop friendship, commandership and championship. Every year pioneer tournaments such as the Chavara Cup Inter-engineering Basketball Tournament, Rajagiri Champions Trophy Inter-collegiate Football Tournament and Rajagiri Corporate Cup Cricket Tournament are organized.

Medical Centre:

A medical centre with a full time nurse is functional in the campus.

Bank:

The South Indian Bank has a branch adjacent to the campus, with a 24-hour ATM facility.

Post Office:

The college post office, officially the Rajagiri Valley Post Office (pin code 682 039) has Speed Post and Electronic Fund Transfer facility.

Honesty Shop:

The Honesty Shop functioning on the first floor, next to the Coffee Counter, has essential stationery items, which the students may purchase by depositing the listed price in the money box.

Guest Rooms for Visiting Faculty:

There are guest rooms of international standards for faculty coming for short lectures/seminars/conferences etc.

IMPORTANT TELEPHONE & EXTENSION NUMBERS

No.	Name	Telephone	Extension
1	Director: Rev. Dr Mathew Vattathara CMI	0484-2429164	200
2	Administrator: Fr. John Therezhathu CMI	0484-2429163	201
3	Principal: Dr. A. Unnikrishnan	0484-2427160	202
4	Vice Principal: Dr. John M. George	0484-2428237	203
5	Chair Professor: Dr Poulouse Jacob		404
6	Reception	0484-2660999	9, 214
7	Office		221 / 223 / 269
	Administrative Officer		205
8	Finance		204/236
9	Library		206/207
10	Placement Cell		
	Dr. Biju Paul		334
	Mr. Varun Jose		313
11	Dr. Vinod Kumar P.B.		271
12	Fr. Dr. Varghese Panthalookaran CMI		287
13	Fr. Joel George Pullolil CMI		
14	Fr. Dr. Jaison Paul Mulerickal CMI		
15	Fr. Joseph Mathew CMI		249
16	Fr Thomas P J CMI		210
17	Fr Mejo Paul CMI		524
18	Fr Ajeesh Puthusseray CMI		290
19	Heads of the Departments		
	DAE – Ms. Liza Annie Joseph		610
	DCE – Dr. Aysa Zeneeb Majeed		580
	DCS – Dr. Sminu Izudheen		285
	DEC – Dr. Jobin K. Antony		289

No.	Name	Telephone	Extension
	DEE – Dr. P.C. Unnikrishnan		520
	DIT – Ms. Saritha S.		275
	DME – Dr. Thankachan T. Pullan		550
	DSH – Dr. Antony V. Varghese		247
20	Staff Rooms		
	AEI – I		611
	CSE – I		209
	CSE – II		276
	CSE – III		262
	CSE - IV		227
	CE – I		583
	CE - II		584
	ECE – I		256
	ECE – II		260
	ECE – III		270
	ECE - IV		240
	EEE – I		525
	IT – I		251
	IT- II		283
	ME - I		554
	ME - II		559
	ME - III		563
	BSH - I		254
	BSH – II		277
	BSH - III		211
	BSH - IV		284
	PG Block		312



No.	Name	Telephone	Extension
21	Labs – AEI		
	Fuerher		344
	Microprocessor		612
	Process Control/Hydraulics		305
	Transducers/Measurements		306
22	Labs – CSE & IT		
	Central Computing Facility		266
	Bohr		273
	Codd		319
	KleinRock		346
	Heisenberg		274
	Photon & Quantum		244
	Turing		345
	Ulysses		265
	Zuse Lab		212
23	Labs- CE		
	GT Lab		324
	SM Lab- MT I		307
	Civil Engineering Workshop		600
	Survey Lab		601
	TE Lab		602
	EE Lab		603
	Civil Cad Lab		604
	MT II		
24	Labs- ECE		
	Advanced Resource Center		261
	Basic Electronics		217

No.	Name	Telephone	Extension
	Communication Engineering		238
	Electronics Engineering Workshop		237
	Hardware		219
	Integrated Circuits		216
	Logic Design		220
	Microwave/RF		279
	Shannon Lab		347
	Shockley Lab		332
	Systems		281
25	Labs- EEE		
	Measurement Lab		540
	Machines Lab		541
	Simulation Lab		543
	Drives Lab		356
	Power Electronics Lab		546
	Electrical Workshop		545
26	Labs- ME		
	Measurements Lab		570
	CAD/CAM Lab		571
	CNC Lab		573
	Advanced Machines Tools Lab		573
	Mechanical Workshop		574
	Heat Engines Lab		575
	Hydraulics Lab		576
	Fluid Mechanics Lab		577
	Project Fabrication Lab		578
	Mechanical Systems Lab		579



No.	Name	Telephone	Extension
27	Labs - DBSH		
	Chemistry		453
	Physics		229
	Language Lab		605
28	Sunya Labs		
	Fr Jaison Mulerickal CMI		
	HPC Staff Cabin		440
	HPC Lab		441
	Research Centre I		445
	Research Centre II		442
	Conference Hall		443
	Fab Lab		448
29	Internal Quality Assurance Cell		226
	IQAC Conference Room/QWT		408
30	Halls & Auditoriums		
	Chavara Hall		213
	Gallery Hall		304
	Multimedia Hall		293
31	KTU Office (Main Block)		222
	Pareeksha Bhavan (PG Block)		310
32	Rajagiri Media		232
33	Security		
	Security Officer – Mr. M.A. Damodaran	97474 80226	
	Main Gate		250
	Main Block Entrance		258
	P.G. Block		315
	K.E. Block		

No.	Name	Telephone	Extension
34	Lifts		
	Main Block		257
	P.G. Block I		308
	P.G. Block II		309
	K.E. Block		
	VIP Lift		513
	Auditorium Lift 1		514
	Auditorium Lift 2		515
	Lift I		516
	Lift II		517
	Lift III		518
	Lift IV		519
	Lift V		508
	Lift VI		509
	Lift VII		510
Lift VIII		511	
35	Canteen		224
36	Facility Centre		322
37	Electrical Substation		246
38	Site Office		225
39	Post Office		248
40	South Indian Bank	0484-2771357	242
41	Hostels		
	Assumption Ladies Hostel	0484-2421968	
	Daya Bhavan	0484-2425295	
	Sanjoe Hostel		
	Office	0484-2660979	



No.	Name	Telephone	Extension
	Reception		430
	Security		431
	Fr Ajeesh Puthussery		432
	Fr Thomas P.J.		433
	Fr Mejo Paul		434
	Fr Joseph Mathew		435
	Mr. Moti		436 / 437
	Lift I		438
	Lift II		439
42	Rajagiri College of Business Studies	0484-2660555	
	Reception		215 12+extn
	Executive Director, Dr. Joseph I. Injodey		621
	Principal, Dr. Binoy Joseph		501
	Sr. Therese		506
	Accounts		632
	Admission		518
	Computer Lab		528
	Exam Cell		611
	Library		527
	Mr. Jolly Joseph		605
43	Rajagiri College of Management & Applied Sciences	0484-2427913	231
44	Rajagiri Christu Jayanthi Public School	0484-2427411	
45	Rajagiri Christu Jayanthi Kindergarten	0484-2426460	
46	Hospitals		
	Rajagiri Hospital	0484-6655000	
	Cooperative Hospital, Kakkanad	0484-2423310	

No.	Name	Telephone	Extension
	Sunrise Hospital, Kakkanad	0484-2428913	
	Ernakulam Medical Centre, Palarivattom	0484-2807103	
47	Railway Stations		
	Ernakulam Junction (South)	0484-2375131	
	Ernakulam Town (North)	0484-2390920	
	Tripunithura	0484-2774495	
	Aluva	0484-2630141	
48	K.S.R.T.C. Bus Stands		
	Ernakulam	0484-2372033	
	Aluva	0484-2624242	
49	APJ Abdul Kalam Technological University, Trivandrum	0471-2598122 0471 2598422	
	Fax:	0471 2598522	

SAINT KURIAKOSE ELIAS CHAVARA

St. Kuriakose Elias Chavara was born on 10 February 1805 at Kainakary, Kerala. At the age of five he began his studies in a village school, called kalari. When he was 13, he joined the seminary at Pallipuram for his priestly training. While he was in the seminary, his parents and his eldest brother died of an epidemic. On 29 November 1829, he became a priest.

St. Chavara was instrumental in founding two Catholic Religious Congregations - one for men, Carmelites of Mary Immaculate (CMI), and the other for women, Congregation of Mother of Carmel (CMC), for the spiritual renewal and all round development of the society.

Starting seven ashrams and a convent in different parts of Kerala, St. Chavara initiated a spiritual movement among the people of Kerala. He established the first Catholic Sanskrit School, a major seminary and a printing & publishing house at Mannanam. He directed that every church should start a school attached to it and encouraged children even poorer sections to attend the schools by supplying midday meal and dress for them. He founded a 'Home of Charity' to take of the destitute, the beggars, the uncared sick and the old. He also organized the first voluntary charitable association in Kerala for self-help among the needy.

Even in the midst of such manifold activities, he found time to write several literary and spiritual books in prose as well as verse. Among them, 'Anastasyayude Rakthasakshyam' is the first narrative poem and 'Nalagamangal' the first chronicle of history in Malayalam. He knew seven languages - Malayalam, Tamil, Sanskrit, Syriac, Latin, Italian and Portuguese.

Essentially, however, St. Chavara was a man of prayer and great charity. He lived for 65 years and died on 3rd January 1871. His sanctity was officially recognized by the Church, when Pope John Paul II declared him 'Blessed' on 08 February 1986. He was canonized on 23 November 2014 by Pope Francis. St. Chavara is the heavenly patron of all CMI and CMC institutions. Let us pray to him to intercede before God for all our needs, especially for success in our studies.

IMPORTANT SAYINGS OF SAINT CHAVARA

1. Children, you are God's gift in the hands of your parents
2. The children who have a love of God and fear of God will love and respect their parents
3. Trust your mother, God will hear the prayers of the mother as yours
4. Food is for the body, so is wisdom for the intellect
5. Go to school regularly and recall to mind what is taught during the week
6. Laziness fosters evil habits
7. Let your friends be those who love God
8. The day in which you have not done any good to your fellowmen will not be recorded in your book of life
9. Keeping bad books is like hiding fire in hay.
10. Regular reading of good books and meditating on them will illumine the mind
11. Attain punctuality by means of a regular timetable
12. You angels will be turned to devils, if you fall into evil situation
13. You ought to reach home before evening and take part in the evening prayers
14. Desire that others love you, and not that they fear you
15. Take special care to keep modesty while you sit, walk or lie down
16. You are to forgive and forget the wrongdoings of others
17. Tell me who your friends are, and I will tell who you are
18. What you earn by deceit and theft will melt like snow
19. Idleness is the mother of all vices and would induce one to the habit of drinking
20. Both stinginess and extravagance are equally sinful
21. Had you not lighted the lamp during the day time, you could have lit it during night
22. Do not insult or trouble the poor
23. God decides your vocation and it is you to choose it
24. If your parents have left any obligation of restitution, fulfill it with diligence and devotion
25. Even if you are grown in age and maturity, you have to respect your parents and submit to them
26. Do not hate your own brethren
27. It is the duty of children to look after their parents
28. Do not be the cause for your parents to shed tears on account of you
29. The humble man is the greatest among men
30. Since you belong to God, you have to give yourself back to God

രാജഗിരി ഗാനം

വിദ്യാതൻ പ്രകാശമായ് സമൃഹസേവനോജ്ജ്വലം
 വിശ്വകർമ്മവേദിയിൽ തിളങ്ങിടും കലാലയം
 ജയിക്ക രാജഗിരി മഹത്വപൂർണ്ണ വിദ്യാക്ഷേത്രമായ്
 നയിക്ക നീതിജ്ഞാനമാർഗ്ഗമാരേയും പ്രബുദ്ധമായ്

മിഥ്യയാകെ നീക്കി സത്യമൊന്നിനായണത്തിടും
 മാനസങ്ങളിൽ തിളങ്ങിനിന്നിടുന്ന സ്വപ്നമായ്
 സമഗ്രമാം വികാസമെന്നുമർത്ഥപൂർണ്ണദർശനം
 സ്വതന്ത്രരാക്കി സ്വാർത്ഥബന്ധനങ്ങളൊക്കെ നീക്കുവാൻ

കാലമാം നശ്ശിനില്ല സീമയെന്നുണർത്തുവാൻ
 കാര്യമാം മനോജ്ഞലക്ഷ്യമാർഗ്ഗദർശനത്തിനായി
 നിറഞ്ഞ സേവനപ്രഫുല്ലഭാവമാർന്നു സർവരും
 വളർന്നുജ്ഞാനകന്ദളം ദിഗന്തമേ ഉയർത്തുവാൻ

പൂർണ്ണകർമ്മ ചക്രവാളതാരസഞ്ചയങ്ങളായ്
 പൂർത്തിയാക്കിടേണമെന്നും ജ്ഞാനയജ്ഞ ജീവിതം
 വളർന്നിടട്ടെ മാനസങ്ങൾ രാജഗിരിപുക്കളായ്
 വിളങ്ങിടട്ടെ ശ്രേയസ്സിൻ പ്രദീപനാള ജാലമായ്.

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RSET
RAJAGIRI SCHOOL OF
ENGINEERING & TECHNOLOGY

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