



ANNA UNIVERSITY
CHENNAI - 600 025

**Admission to B. E. / B. Tech. (Part-Time) Self Supporting
Degree Programmes 2014 - 15 for Working Professionals**

INFORMATION AND INSTRUCTIONS TO CANDIDATES

B. E. / B. Tech. (Part-Time) Self Supporting Degree Programmes 2014 - 15

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**ADMISSION TO B.E./B.TECH. (PART-TIME) SELF SUPPORTING
DEGREE PROGRAMMES 2014-15**

INFORMATION AND INSTRUCTIONS TO CANDIDATES

1 COLLEGES AND COURSES OF STUDY

The following B.E. / B.Tech. Degree courses on Part Time (evening mode) are offered **in the University Departments of Anna University, Chennai – 25**

College of Engineering Guindy Campus	Madras Institute of Technology Campus
Civil Engineering Mechanical Engineering Manufacturing Engineering Electrical and Electronics Engineering Electronics and Communication Engineering Computer Science and Engineering	Mechanical Engineering Production Engineering Automobile Engineering Electronics and Instrumentation Engineering

2. DURATION OF THE PROGRAMME

The duration of the programme is 3 1/2 Academic years comprising 7 semesters.

3. CLASS HOURS

Classes will be held from 6.15 p.m. to 9.15 p.m. on all working days and classes may also be held during day time on sundays / holidays at the discretion of the faculty concerned.

Candidates seeking admission should satisfy the admission authorities that they will be in a position to attend the classes in the evenings and also on holidays and fulfill the requirements regarding attendance as laid down by the University from time to time.

4. ELIGIBILITY FOR ADMISSION

- a) **Qualification:** Candidates should have passed the Qualifying Diploma examination in Engineering / Technology in the relevant branch of specialisation conducted by the State Board of Technical Education, Tamil Nadu or Other State or any other equivalent examination recognised by Anna University.
- b) **Year of passing Diploma:** Candidates should have passed the diploma examination in the relevant branch of specialisation before 28.11.2012.
- c) **Place of work:** Candidates should be working in a place within a distance of 90 km from the **college to which he/she seeks admission** so as to enable him / her to attend the classes regularly by 6.15 p.m.
- d) **Age limit:** No age limit is prescribed for admission.

5. COURSES OFFERED AND ELIGIBILITY

Group code and name	Degree and Branch	Diploma Branch Code	Qualifying Diploma
1. Civil	B. E. (Civil Engineering)	101	Civil Engineering / Civil Engineering (Sandwich)
		102	Civil & Rural Engineering
		103	Civil Engineering (Architecture)
		104	Civil Engineering (Rural Technology)
		105	Architecture (Sandwich)
		106	Architectural Assistantship / Architectural Assistantship (Sandwich)
		107	Environmental and Pollution Control Engineering
2. Mechanical	B. E. (Mechanical Engineering) B. E. (Manufacturing Engineering) B. E. (Automobile Engineering) B. E. (Production Engineering)	201	Mechanical Engineering
		202	Metallurgy
		203	Mechanical & Rural Engineering
		204	Machine Tool Maintenance
		205	Machine Design & Drafting
		206	Refrigeration and Air Conditioning
		207	Production Engineering
		208	Tool & Die Design
		209	Mechatronics Engineering
		210	Foundry Technology (Sandwich)
		211	Automobile Engineering
		212	Electronics Robotics (Sandwich)*
* Diploma in Electronics Robotics (Sandwich) is eligible only for (i) Manufacturing Engineering (ii) Production Engineering under Mechanical group			
3. Electrical	B. E. (Electrical and Electronics Engineering)	301	Electrical Engineering / Electrical Engineering (Sandwich)
		302	Electrical and Electronics Engineering / Electrical and Electronics Engineering (Sandwich)
		303	Electronics Engineering
		304	Electronics and communication Engineering
	B. E. (Electronics and Instrumentation Engineering)	302	Electrical and Electronics Engineering / Electrical and Electronics Engineering (Sandwich)
		304	Electronics and Communication Engineering
		305	Instrumentation Engineering
		306	Instrumentation and Control Engineering
		307	Electronics and Instrumentation Engineering
		308	Electronics Engineering (Instrumentation)
	B. E. (Electronics and Communication Engineering)	309	Electrical Engineering (Instrumentation & Control)
		310	Instrumentation Technology
		301	Electrical Engineering / Electrical Engineering (Sandwich)
	B. E. (Electronics and Communication Engineering)	302	Electrical and Electronics Engineering / Electrical and Electronics Engineering (Sandwich)
		303	Electronics Engineering

3. Electrical (Contd.)	B. E. (Electronics and Communication Engineering)	304	Electronics and Communication Engineering
		308	Electronics Engineering (Instrumentation)
		310	Instrumentation Technology
	B. E. (Computer Science and Engg.)	302	Electrical and Electronics Engineering / Electrical and Electronics Engineering (Sandwich)
		304	Electronics and Communication Engineering
		305	Instrumentation Engineering
		306	Instrumentation and Control Engineering
		311	Computer Science
		312	Computer Technology
		313	Information Technology

- The candidates who have passed their qualifying examinations other than the Diploma courses mentioned above have to obtain the eligibility certificate from the Directorate of Technical Education and should produce the same without fail.

6. Marks and Selection Procedure

Maximum marks for Qualifying Diploma Examination :	75 %
Maximum marks for Work Experience :	25 %

Total :	100 %

Marks for Qualifying Examination

Weightage for the qualifying examination – maximum 75 Marks shall be awarded as follows.

- In the case of **Full Time Diploma** courses, the total marks obtained in the 5th (Pre-Final) and 6th (Final) semesters put together shall be considered. In the case of annual pattern, total marks secured in the final year will be taken.
- In the case of **Part-Time Diploma** courses, the total marks secured in the last three semester examinations put together shall be considered.
- In the case of **Full-Time sandwich Diploma** courses, the total marks secured in the last two semesters put together shall be considered. However, if the industrial training is in any one of the last two semesters then, the marks of the previous semester in which there is no Industrial Training shall be considered.

Marks for Work Experience

Marks for work experience shall be calculated from the month, succeeding the month of passing the qualifying diploma examination. Maximum 25 marks for work experience shall be calculated as follows

- | | | |
|---|---|---------|
| a) For every completed year of work experience | : | 2 Marks |
| b) For every completed year without work experience | : | 1 Mark |

Present Employment Certificate (Refer Certificate No. V on page No. 24)

Present employer must fill this certificate. The candidates should enclose a copy of this certificate along with the application. Application without this certificate will be rejected.

Experience certificate issued by organisation / Institutions other than Government/Quasi Government Department should also enclose the following:

- TNGST Certificate / CST Certificate / TIN Certificate
- Certificate of Registration under Companies Act. / SSI Registration Certificate
- Government approved contractors registration / certificate (current year) License No. with latest I.T. clearance certificate for private individuals other than companies.
- GPF statement, Pay slip, etc.

- Note:**
- **The Period of Training / Apprenticeship will not be counted for experience.**
 - **The period of work experience will be taken from the month, succeeding the month of passing the qualifying Diploma Examination to the last date prescribed to send the filled in applications.**
 - **Work experience will be taken into account only if the Registration / Certificate number of the companies is clearly mentioned in the work experience certificate, otherwise the period of experience will not be considered.**
 - **Offer of appointment letter / relieving order will not be considered in lieu of work experience certificate.**
 - **Date of joining and date of relieving should be clearly mentioned in the experience certificate.**
 - **Work experience certificate(s) should be in the employer's letter head with TNGST / CST / TIN / TAN / RC / License No. etc.**
 - **If the candidate had worked in foreign countries, he/she should produce certificate in the employer's letter head clearly mentioning the date of joining and date of relieving and the nature of work etc. Further, copies of passport and work visa have to be enclosed. In the visa / passport if the entries are in languages other than English, translation from the authorised institution of the same in English should be produced.**

Selection Procedure

The rank list will be prepared based on the total marks of 100 (Marks obtained in the qualifying marks will be reduced to 75 marks and marks for work experience will be a maximum of 25 marks). In cases where more than one candidate have got the same marks in the common rank list, inter-se rank among such candidates shall be determined in the order of priority as given below

1. Total years of experience
2. Total marks obtained in the Qualifying Diploma Examination (Refer item No. 6)
3. Date of Birth (senior will be placed above)

Counselling will be based on the rank and communal reservation.

Rank list and counselling schedule will be published in Anna University Website. The date and time of counselling will be informed to the candidates individually through the counselling call letter by speed post through self addressed stamped envelope enclosed by the candidate. Eligible candidates who have applied and whose marks are as specified or above the cut-off mark called for counselling, may appear with their original certificates (List available in Anna University website) two hours before the counselling session, **irrespective of receipt of individual communication.** College and branch will be allotted only through counselling as per their rank following communal reservation. Candidates are advised to visit Anna University Website: <http://www.annauniv.edu/ptbe2014> for counselling details. The University is not responsible for non-receipt of counselling call letter. Counselling will be held at **Centre for Entrance Examinations and Admissions, Anna University, Chennai-25 only.** Candidates should attend the counselling at their own cost and risk. Candidates who do not attend the counselling on the prescribed date and time cannot claim any right for admission at a later date.

The counselling schedule and the format of "Intimation of Counselling" containing details about counselling will be published in the website of Anna University, Chennai-25 <http://www.annauniv.edu/ptbe2014> before the commencement of counselling.

COMMUNAL RESERVATION

- a) Selection shall be made under seven categories namely OC, BC, BC(Muslim), MBC & DNC, SC, SCA and ST reservation following the rules of communal reservation of the Government of Tamil Nadu.

Candidates belonging to Tamil Nadu only will be considered for communal reservation and the list of communities eligible to compete against the reserved quota is shown in Annexure-I on page Nos. 13 to 19.

- i) Candidates seeking admission against ST/SC/SCA/ MBC & DNC / BC & BC(Muslim) quota should obtain the **Permanent Community Certificate Card from the competent authority in Tamil Nadu** and enclose an attested copy of the same along with the application **otherwise, they will be considered under open competition only.**

The applicants from Tamil Nadu State should have obtained permanent community certificate card (for SC/SCA/ST/MBC & DNC, BC and BC Muslim candidates), only from the authorities given in the table on **or before the last date prescribed for submission of filled-in application.**

Community	Issuing Authority
Scheduled Tribe	Revenue Divisional Officer of their native place or Sub-Collector of their districts (except Chennai) or P.A. (General) to Collector of Chennai. The Community Certificate card issued by Tahsildars upto 11.11.1989 is valid.
Scheduled Caste / Scheduled Caste (Arunthathiyars)	Tahsildar of Native Taluk of the candidate
Backward Class / Backward Class (Muslim) / Most Backward Class / Denotified Communities	Headquarters Deputy Tahsildar / Zonal Deputy Tahsildar / Deputy Tahsildar (Certificates)

Married women should possess Community Certificate issued in Father's name only.

Community Certificate issued after the last date prescribed for submission of filled-in applications will not be considered.

For Communities linked with districts (See Annexure-I) the candidates should obtain their Community Certificate in the respective districts. Community Certificate obtained from districts other than the respective district will not be considered and they will be treated under Open Competition category. However, the candidates who belong to BC, MBC and DNC communities in a particular district and migrated to other places in Tamil Nadu and obtained Community Certificates from competent authorities in the migrated district on or after 28.10.2009, will be considered (as per G.O. (St) No. 95 BC, MBC & Minorities Welfare Department, dated 28.10.2009).

- ii) Other state candidates working in Tamil Nadu will be considered **under open competition category** only.

iii) Candidates who have passed IX std. / X std. / qualifying Diploma examination outside Tamil Nadu will be considered under Open Competition category only. However, Tamil Nadu Native candidates who have studied either IX std. or X std. or Diploma outside Tamil Nadu and claim communal reservation should enclose a copy of the Nativity Certificate (Certificate No. IV page No. 23) from the Tahsildar of the Native Place along with the application, otherwise they will be considered under Open Competition category.

The Nativity certificate should be in the format given in Certificate No. IV (page No. 23) clearly indicating that the candidate is a native (should not indicate as a Resident) of Tamil Nadu. Nativity certificate signed by authorities other than Tahsildar will not be accepted.

b) RESERVATION FOR DIFFERENTLY ABLED PERSONS

For Orthopaedically Differently Abled Persons / Hearing Impaired (Deaf) / Visually Impaired Persons 3 % of seats are reserved. The candidates should produce the certificate obtained from the Medical Board of the District concerned certifying the nature and extent of disability in percentage with regard to his/her suitability for admission to Engineering Colleges specifically mentioned below in the format available in the Anna University website (Certificate No. I / II / III). The certificate should be obtained from the Medical Board of the district concerned comprising of three doctors out of which one should be an Ortho / Ophtho / ENT depending on the disability. **Certificate obtained from an individual doctor will not be considered.**

Candidate should obtain the medical certificate specifically for admission to Part-Time B.E. / B.Tech. course for the year 2014 – 15.

The reservation of seats for Differently Abled Persons is as follows:

1. Orthopaedically	:	1 %
2. Hearing Impaired	:	1 %
3. Visually Impaired	:	1 %

The certificates should have been obtained prior to the last date for submission of filled-in application indicated in the notification.

a. Norms for Orthopaedic Disability

Candidates with permanent physical impairment of 40 % and above are considered as disabled. Candidates with orthopaedic disability of the following types are eligible for claiming admission against Differently Abled Persons category (Certificate No. I on Page No. 20)

- (i) Independent in ambulence with or without calipers but without walking aids
- (ii) Good standing balance without calipers but without any support
- (iii) Hand Function with normal limit without any aid
- (iv) Good control over bladder and bowel
- (v) Disease must be non progressive

b. Norms for Hearing Disability

Candidates with hearing ability of 40 db and above only in the better ear with speech discrimination score of 50 % and above are considered as disabled. (Certificate No. II on page No. 21)

c. **Norms for Vision Impairment**

Candidates with low vision of 40 % and above are considered as disabled. (Certificate No. III on page No. 22)

Low Vision: Persons with low vision means a person with impairment of vision of less than 6/18 to 6/60 with best correction in the better eye or impairment of field in any one of the following categories:

- a) Reduction of fields less than 50 degrees.
- b) Heminaopia with macular involvement.
- c) Attitudinal defect involving lower fields.

Categories of Visual Disability

All with correction

Category	Better eye	Worse eye	Percentage of impairment
Category 0	6/9—6/18	6/24 to 6/36	20
Category I	6/16—6/36	6/20 to Nil	40
Category II	6/40—4/60 or field of Vision 10°—20°	3/60 to Nil	75
Category III	3/60—1/60 or field of Vision 10°	F.C. at 1 ft. to Nil	100
Category IV	F.C. at 1 ft. to Nil or field of vision 10°	F.C. at 1 ft. to Nil	100
One eyed Persons *	6/6	F.C. at 1 ft. to Nil or field of Vision 10°	30
Note: F.C means Finger Count *ONE EYED Persons with normal vision is not considered as disabled.			

- c) **Any course of study leading to B. E. / B. Tech. (Part-Time) Degree Self-Supporting programme of Anna University shall be offered only if the admission strength is more than 15.**

7. GUIDELINES TO FILL-UP THE APPLICATION

Only one application is sufficient for College of Engineering Guindy Campus and Madras Institute of Technology Campus, Chennai.

- a) Fill up all the details required in the application form.
- b) The name should be entered as in SSLC or its equivalent certificate. Change in name/ initial, if any, should be supported with Gazette notification. In the case of women candidates, other valid evidences such as marriage registration certificate will be accepted.

- c) If your caste is "Irular" under the ST list, enter the code No. as
If your caste is "Thondaman" under the MBC list, enter the code No. as
If your caste is "Pandiya Vellalar" under the BC list, enter the code No. as

0	0	4	
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0	3	6	
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0	8	6	A
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Candidates belonging to communities other than ST, SC, SCA, MBC/DNC, BC and BC(Muslims) should enter the code as 500.

- d) For Regular (Semester), Sandwich, annual pattern or part-time Diploma holders if the maximum total marks are 1200 and total marks obtained are 1150 then enter as

1	2	0	0
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1	1	5	0
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- e) Enclose self-addressed and stamped envelope (₹ 20/- within Chennai city / ₹ 40/- for other than Chennai city) for counselling call letter.
- f) Affix your latest passport size photograph on the application in the space provided and get it attested by a competent authority. (Have some more copies of the same photograph for future use during the study period).
- g) Demand Draft for ₹ 600/- for General category (₹ 300/- for SC/SCA/ST candidates belonging to Tamil Nadu). Demand Draft should be drawn in favour of **"The Director (Admissions), Anna University, Chennai" payable at Chennai.**
- h) The following should be enclosed with the completed application:
- A. Demand Draft drawn in favour of "The Director (Admissions), Anna University, Chennai" payable at Chennai.**
- B. Attested photocopies of**
- (i) X standard mark sheet or its equivalent certificate
 - (ii) XII standard mark sheet (for lateral entry candidate)
 - (iii) Diploma mark sheets of all semesters or Consolidated mark sheet
(copy of both sides of the mark sheets / certificates should be furnished)
 - (iv) Diploma Certificate
 - (v) Transfer Certificate
 - (vi) Work experience certificate(s)
 - (vii) Present Employment Certificate
 - (viii) Permanent community certificate card (Other than OC Candidates)
 - (ix) Nativity certificate (if applicable)
 - (x) Certificate from the District Medical Board (for Differently Abled candidate)

Failure to submit even any one of the above either along with the application form or at the time of counselling will result in rejection of the application and the candidates will not be permitted to attend the Counselling.

No change of date / time of counselling is permissible. Authorities are not responsible for the postal delay or non - receipt of filled in application form / counselling intimation.

- i) Download the Application cover page (A4 size) and paste it on A4 cover for sending the application.
- j) Documents should be arranged in the following order and kept inside the A4 size cover and send it to **"The Director, Centre for Admissions, Anna University, Chennai 600 025"**.
 - i) Demand Draft
 - ii) Print out of Filled-in Application
 - iii) Attested photocopies of Certificates mentioned above
 - iv) Envelope for Counselling Call Letter

8. LAST DATE

Completed application along with all enclosures should be sent by post or in person to **"The Director, Centre for Admissions, Anna University, Chennai-600 025"** so as to reach on or before **28-11-2014 (5.45 p.m)**. Applications will not be received or entertained after the due date. Applications not in order shall be rejected.

IMPORTANT NOTE:

Candidate's rank and the date of counselling will be informed individually through the "Intimation of Counselling" (call letter) to the address written by the candidate in the envelope meant for call letter for counselling enclosed with the application, by speed post.

The merit list, counselling schedule, format of "Intimation of Counselling" containing details regarding venue of counselling, Procedure for counselling, Payment of initial amount, list of documents (in original) to be produced will also be published in Anna University website www.annauniv.edu/ptbe2014 before the commencement of counselling.

Eligible candidates who have applied and whose marks are as specified or above the cut-off mark called for counselling as mentioned in the counselling schedule may appear for counselling with their original certificates (List available in Anna University website) two hours before the counselling session, irrespective of receipt of "Intimation of Counselling" (call letter) by post.

The University is not responsible for non-receipt of call letter or postal and any other delay.

CHECK LIST FOR CANDIDATES

Mark a tick (✓) in the appropriate box for each enter

- | | | |
|--|--------------------------|--------------------------|
| 1. Have you affixed and attested your recent passport size photographs | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Have you enclosed | | |
| A. Demand Draft drawn in favour of "The Director (Admissions), Anna University, Chennai" payable at Chennai. | <input type="checkbox"/> | <input type="checkbox"/> |
| B. Attested photocopies of | | |
| (i) X standard mark sheet or its equivalent certificate | <input type="checkbox"/> | <input type="checkbox"/> |
| (ii) XII standard mark sheet (for lateral entry candidate) | <input type="checkbox"/> | <input type="checkbox"/> |
| (iii) Diploma mark sheets of all semesters or Consolidated mark sheet (copy of both sides of the mark sheets should be furnished) | <input type="checkbox"/> | <input type="checkbox"/> |
| (iv) Diploma Certificate | <input type="checkbox"/> | <input type="checkbox"/> |
| (v) Transfer Certificate from the Educational Institution last studied | <input type="checkbox"/> | <input type="checkbox"/> |
| (vi) Work experience certificate(s) | <input type="checkbox"/> | <input type="checkbox"/> |
| (vii) Present Employment Certificate | <input type="checkbox"/> | <input type="checkbox"/> |
| (viii) Permanent community certificate card (Other than OC Candidates) | <input type="checkbox"/> | <input type="checkbox"/> |
| (ix) Nativity certificate (If applicable) | <input type="checkbox"/> | <input type="checkbox"/> |
| (x) Certificate from the District Medical Board (For Differently Abled candidates) | <input type="checkbox"/> | <input type="checkbox"/> |
| C. Have you filled in your mailing address and affixed postal stamps for (₹ 20/- within Chennai city / ₹ 40/- for other than Chennai city) on the counselling call letter cover enclosed with the application | <input type="checkbox"/> | <input type="checkbox"/> |