



PACE
INSTITUTE OF TECHNOLOGY & SCIENCES

AUTONOMOUS

Approved by AICTE and Govt. of Andhra Pradesh, Accredited by NMACA (Grade)
Recognized under 2(F) & 12(B) of UGC, Permanently Affiliated to JNTUK, Jagananna A.P.
An ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution



STUDENT'S HAND BOOK

NH-16, Near Valluramma Temple, ONGOLE-523 272, AP-INDIA

Contact: +91 9581456310 | www.pace.ac.in



SRINIVASA EDUCATIONAL SOCIETY'S
PACE INSTITUTE OF TECHNOLOGY & SCIENCES
(AUTONOMOUS)

Permanently Affiliated to JNTUK, Kakinada. A.P., An ISO 9001:2015 Certified Institution
Approved by AICTE, Accredited by NAAC(A Grade), Recognized under 2(f) & 12(B) of UGC
NH-16, Near Valluramma Temple, ONGOLE - 523 272, A.P., INDIA, Ph.: 08592 278315, 9581456310 | www.pace.ac.in

Student Personal Profile

Name of the Student:

Branch &Section:

Roll Number:

Identification Marks: 1.
2.

Address

House No & Street:

Village:

Mandal:

State:

Pin Code:

Contact Number:

Alternate Number:

Email Id:

In Case of Emergency, notify

Parent / Guardian Name:

Relationship:

Contact Number:

Alternate Number:

Signature of the student

About the Institute:

PACE Institute of Technology and Sciences was founded by a group of well-known academicians and pioneering educators having unmatched experience in the field of education with a belief that the continuous pursuit of knowledge is the sole path to success. The primary focus of the institution is to expose the young minds to the world of technology, instilling in them confidence and fortitude to face new challenges thereby enabling them to shine in their chosen fields. The institution inculcates the development of all facets of the mind culminating in an intellectual and balanced personality. Our team of dedicated and caring faculty strive to widen the student's horizon of learning thereby achieving excellent outcomes for every student. With a scientifically planned methodology combined with the best in the teaching profession and the state of the art infrastructure, the quality of the engineering education has been almost unparalleled in the region. The institute has turned into a bench mark for others to emulate.

PACE Institute of Technology and Sciences (PACE ITS) was established under the Srinivasa Education Society in 2007 by the founders Er. M. Venugopal Rao, Chairman and Er. M. Sridhar, Secretary & Correspondent at Valluru village near Ongole. It has been running successfully since the academic year 2008-09. Ever since it has been growing from strength to strength and the stewardship of the Enlightened Management. PACE, being an NRI project, is committed to providing a world-class technical education. The management has pioneered the programs such as B.Tech, M.Tech and MBA.

Institute Location:

The campus situated in Valluru (V), Tangutur (M), Prakasam (D), Ongole 523272.

Vision of the Institute:

Our vision is to impart futuristic technical education transforming the students technically superior, ethically strong, and self-disciplined to serve the nation as a valuable resource.

Mission

- M1. To inculcate quality education by implementing innovative teaching-learning methods and state-of-the-art facilities.
- M2. To enrich the intellectual know-how, credibility, and integrity of the students to necessitate industry.
- M3. To recognize as scholarly and influential leaders in engineering education, and to develop human power with creativity, advanced technology, and passion for the betterment of future nation.

Quality Policy

The PACE is engaged in providing quality technical education towards achieving high standards of teaching, training and development of human resources by encouraging the faculty and staff to work as a team and to update their knowledge and skills continuously to match the needs of the industry.

GOVERNING BODY OF THE COLLEGE

The Governing Body of the college has been constituted to guide and advise the Trust in running the college efficiently and to help the Management in the developmental activities of the college and in its future planning. This body consists of Educationists, Industrialists and Administrators.

S. No	Details of the Member	Representative in G.B.
1	Sri. M Venu Gopala Rao Chairman, Srinivasa Educational Society	Chairman, Management
2	Sri. M Sridhar Secretary & Correspondent, Srinivasa Educational Society	Member, Management
3	Sri. M Vasu Babu Vice-Chairman, Srinivasa Educational Society	Member, Management
4	Smt. M Padma Treasurer, Srinivasa Educational Society	Member, Management
5	Sri. M Ravindra Joint Secretary, Srinivasa Educational Society	Member, Management
6	Dr. R N Yadav Professor, Dept of ECE, NIT, Bhopal	Member, UGC Nominee
7	Dr. S Narayana Reddy Principal, SVU College of Engineering, Tirupati, A.P.	Member, State Govt. Nominee
8	Dr. Ch Srinivasa Rao, Professor in ECE, UCEN, JNTUK, Kakinada	Member, University Nominee
9	Sri. P Siva Prasad CEO, Mydentistchoice.Com, Hyderabad	Member, Industrialist
10	Sri. K V C Krishna Chartered Accountant, Flot No. 103, B-Block, Pavani Homes, Hyderabad	Member, Special Invitee
11	Dr. G V K Murthy Principal, PACE ITS	Member, Ex-Officio
12	Dr. R Veeranjeyulu, Prof. in CSE, PACE ITS	Member, Teacher
13	Dr. T Mary Jones, Professor & Head, Dept. of MBA, PACE ITS	Member, Teacher

PACE Institute of Technology & Sciences Emblem

Objectives

- To train the students to meet the challenges in the industry and society.
- To transform our students into world class technical professionals with good communication skills.
- To inculcate high moral, ethical and professional standards among our students and improve their overall personality.
- To produce the graduates with a solid foundation in engineering and technology and to improve their analytical and creative problem solving skills to enable them to work successfully on multi-disciplinary technical areas and research.

COURSES OFFERED:

Program	Program Specialization	Sanctioned Intake
B.Tech	Artificial Intelligence and Data Science	180
B.Tech	Artificial Intelligence and Machine Learning	60
B.Tech	Civil Engineering	120
B.Tech	Computer Science and Engineering	180
B.Tech	Computer Science and Engineering (Internet of Things And Cyber Security Including Block Chain Technology)	60
B.Tech	Computer Science and Information Technology	60
B.Tech	Electrical and Electronics Engineering	120
B.Tech	Electronics & Communication Engg	180
B.Tech	Information Technology	60
B.Tech	Mechanical Engineering	60
MBA	MBA	120
M.Tech	Computer Science & Engineering	18
M.Tech	Structural Engineering	18
M.Tech	VLSI And Embedded Systems	18

Program Outcomes:

POs	GRADUATE ATTRIBUTES	PROGRAM OUTCOMES (POs)
PO1	Engineering knowledge	Apply the knowledge of mathematics, science, engineering fundamentals, and an engineering specialization to the solution of complex engineering problems.
PO2	Problem Analysis	Identify, formulate, review research literature, and analyze complex engineering problems reaching substantiated conclusions using first principles of mathematics, natural sciences, and engineering sciences.
PO3	Design/Development Of Solutions	Design solutions for complex engineering problems and design system components or processes that meet the specified needs with appropriate consideration for the public health and safety, and the cultural, societal, and environmental considerations.
PO4	Conduct Investigations Of Complex Problems	Use research-based knowledge and research methods including design of experiments, analysis and interpretation of data, and synthesis of the information to provide valid conclusions.
PO5	Modern Tool Usage	Create, select, and apply appropriate techniques, resources, and modern engineering and IT tools including prediction and modeling to complex engineering activities with an understanding of the limitations.
PO6	The Engineer And Society	Apply reasoning informed by the contextual knowledge to assess societal, health, safety, legal and cultural issues and the consequent responsibilities relevant to the professional engineering practice.
PO7	Environment And Sustainability	Understand the impact of the professional engineering solutions in societal and environmental contexts, and demonstrate the knowledge of, and need for sustainable development.
PO8	Ethics	Apply ethical principles and commit to professional ethics and responsibilities and norms of the engineering practice.
PO9	Individual And Team Work	Function effectively as an individual, and as a member or leader in diverse teams, and in multidisciplinary settings.

PO10	Communication	Communicate effectively on complex engineering activities with the engineering community and with society at large, such as, being able to comprehend and write effective reports and design documentation, make effective presentations, and give and receive clear instructions.
PO11	Project Management And Finance	Demonstrate knowledge and understanding of the engineering and management principles and apply these to one's own work, as a member and leader in a team, to manage projects and in multidisciplinary environments.
PO12	Life- Long Learning	Recognize the need for, and have the preparation and ability to engage in independent and life-long learning in the broadest context of technological change.

Department of Artificial Intelligence and Data Science:

Vision:

To become Centre of Excellence in Artificial Intelligence & Data Science and to produce industry ready Machine Learning Engineers and Data Scientist to meet the challenges of IT industry.

Mission:

M1	To train the faculty in the area of Artificial Intelligence, Machine Learning, Deep Learning and Data Science and to make them expert in these areas.
M2	To educate students with the fundamental principles of Modern Computer Science.
M3	To train students with strong academic and technical skill sets in addressing the emerging challenges with a global perspective
M4	To provide innovation and research with the latest computer infrastructure

Programme Specific Outcomes:

PSO-1	Understand, analyze and develop essential proficiency in the areas related to data science and artificial intelligence in terms of underlying statistical and computational principles and apply the knowledge to solve practical problems
PSO-2	Ability to implement Artificial Intelligence and data science techniques such as search algorithms, neural networks, machine learning, and data analytics for solving a problem and designing novel algorithms for successful career and entrepreneurship
PSO-3	Use modern tools and techniques in the area of Artificial Intelligence & Data Sciences.

Programme Education Objectives:

PEO-1	To provide basic knowledge and skills in the field of Artificial Intelligence and Data Science.
PEO-2	Capable to quickly adapt to new technology in the field of Big Data, assimilate new information, and solve real world problems.
PEO-3	To pursue applied research in the advance field of Artificial Intelligence and Data Science and be committed to life-long learning activities.

Department of Artificial Intelligence and Machine Learning:

Vision:

To become Centre of Excellence in Artificial Intelligence & Machine Learning and to produce industry ready Machine Learning Engineers and Data Scientist to meet the challenges of IT industry.

Mission:

M1	To train the faculty in the area of Artificial Intelligence, Machine Learning, Deep Learning and Data Science and to make them expert in these areas.
M2	To educate students with the fundamental principles of Modern Computer Science.
M3	To train students with strong academic and technical skill sets in addressing the emerging challenges with a global perspective
M4	To provide innovation and research with the latest computer infrastructure

Programme Specific Outcomes:

PSO1	The Graduates of this programme with proficiency in mathematics and physical sciences will excel in the core areas of civil engineering such as structural, environmental, geotechnical and water resources engineering
PSO2	The graduates will plan, produce detailed drawings, write specification, analyze, design and prepare cost estimates.
PSO3	The graduates will interact with stakeholders effectively and execute quality construction work applying necessary tools

Programme Education Objectives:

PEO1	Actively engage in problem solving using engineering principles to address the evolving needs of the society.
PEO2	Able to succeed in positions in civil engineering practice or research, and in other fields they choose to pursue and enroll in advanced studies.
PEO3	Make ethical decisions and demonstrate a commitment to service to the profession and society.
PEO4	Acquire a position or degree that values adaptability and innovation in their work
PEO5	Pursue lifelong learning, and to be leaders, both in their chosen profession and in other activities

Department of Civil Engineering:

Vision:

To create Civil Engineering professionals, knowledge of latest trends, research technologies and ethical values to meet the developing needs of industry and society.

Mission:

M1	To impart quality education in line with quality teaching – learning process.
M2	To provide a better environment to encourage and support innovative research and development with ethical attitude.
M3	To develop interface between industry – academia for overall improvement of the students, to serve the industry and society

Programme Specific Outcomes:

PSO-1	Understand, analyze and develop essential proficiency in the areas related to data science and artificial intelligence in terms of underlying statistical and computational principles and apply the knowledge to solve practical problems
PSO-2	Ability to implement Artificial Intelligence and data science techniques such as search algorithms, neural networks, machine learning, and data analytics for solving a problem and designing novel algorithms for successful career and entrepreneurship
PSO-3	Use modern tools and techniques in the area of Artificial Intelligence & Data Sciences.

Programme Education Objectives:

PEO-1	To provide basic knowledge and skills in the field of Artificial Intelligence and Data Science.
PEO-2	Capable to quickly adapt to new technology in the field of Big Data, assimilate new information, and solve real world problems.
PEO-3	To pursue applied research in the advance field of Artificial Intelligence and Data Science and be committed to life-long learning activities.

Department of Computer Science and Engineering:

Vision:

To prosper the students as a competent professionals in the field of Computer Science and Engineering for serving industry and society as a valuable human resource.

Mission:

M1	To impart quality education by implementing state-of-the-art teaching-learning methods to enrich the academic competency.
M2	To inculcate in the students to pursue careers in industry, academic and research.
M3	To enrich the aptitude of the students in Computer Science and Engineering to face real world problems.
M4	To foster computing skills with an emphasis on professional competency, interpersonal development and ethics.

Programme Specific Outcomes:

PSO1	Ability to adapt to a rapidly changing environment by learning and employing new programming skills and technologies.
PSO2	Ability to use diverse knowledge across the domains with interpersonal skills to deliver the Industry need.

Programme Education Objectives:

PEO-1	To Gain Successful Professional career in IT industry as an efficient software engineer.
PEO-2	To Succeed in Master/Research programmes by gaining knowledge on emerging technologies in the field of Computer Science & Engineering.
PEO-3	To Grow as a responsible computing professionals in their own areas of interest with various computing skills and ethics through lifelong learning approach to meet societal needs.

Department of Computer Science and Information Technology:

Vision:

To prosper the students as a competent professionals in the field of Computer Science and Engineering for serving industry and society as a valuable human resource.

Mission:

M1	To impart quality education by implementing state-of-the-art teaching-learning methods to enrich the academic competency.
M2	To inculcate in the students to pursue careers in industry, academic and research.
M3	To enrich the aptitude of the students in Computer Science and Engineering to face real world problems.
M4	To foster computing skills with an emphasis on professional competency, interpersonal development and ethics.

Programme Specific Outcomes:

PSO 1	Ability to adapt to a rapidly changing environment by learning and employing new programming skills and technologies.
PSO 2	Ability to use diverse knowledge across the domains with interpersonal skills to deliver the Industry need.

Programme Education Objectives:

PEO1	To Gain Successful Professional career in IT industry as an efficient software engineer.
PEO2	To Succeed in Master/Research programmes by gaining knowledge on emerging technologies in the field of Computer Science & Engineering
PEO3	To Grow as a responsible computing professionals in their own areas of interest with various computing skills and ethics through lifelong learning approach to meet societal needs.

Department of Computer Science and Engineering (Internet of Things and Cyber Security Including Block Chain Technology):

Vision:

To develop technical professionals into entrepreneurs, IOT experts and to provide students with the skill sets and subject knowledge that they need to succeed in the Internet of Things world. The department offers hands on training to the students to meet the requirements of industry through well-equipped and updated technological laboratories with state of the art equipment under the guidance of highly qualified, experienced and dedicated faculty.

Mission:

M1	To build conducive environment for learning emerging IT skills.
M2	To investigate complex problem in software design & development.
M3	To imbibe the professional ethics & social values in the students to make them responsible citizens.

Programme Specific Outcomes:

PSO 1	Students are able to competent and innovative with a strong cognizance in the area of sensors, IoT, data science, controllers and signal processing through the application of acquired knowledge and skills.
PSO 2	Students are able to apply advanced techniques and tools of IoT for sensing and computation to solve multi-disciplinary challenges in industry and society

Programme Education Objectives:

PEO1	Practice engineering in a broad range of industrial, societal, and real-world applications.
PEO2	Conduct themselves in a responsible, professional, and ethical manner.
PEO3	Participate as leaders in their fields of expertise and in activities that support service and economic development throughout the world.

Department of Electrical and Electronics Engineering:

Vision:

To produce technically & professionally robust, self disciplined and motivated Electrical and Electronics Engineers to meet the future needs of the nation.

Mission:

M1	To prepare the students with strong knowledge in Electrical and Electronics Engineering and multidisciplinary problem-solving skills..
M2	To encourage the students to apply the science and Engineering principles with creativity for the technological advancements in Electrical and Electronics Engineering..
M3	To prepare the graduates a life- long learning in discovering new knowledge for the society.
M4	To motivate the students in research oriented approach to meet the emerging demands of the Industry.

Programme Specific Outcomes:

PSO1	Ability to apply the professional core theories and process to choose the sustainable control, Measuring and drive circuitry for the specified upcoming fields.
PSO2	Ability to design, simulate and find optimal solutions for various industrial and societal Problems related to electrical and electronics engineering.
PSO3	To prepare the students to succeed in competitive examinations for higher education and Employment related to Electrical and Electronics Engineering.

Programme Education Objectives:

PEO1	Graduates with a comprehensive understanding in mathematics, science and engineering fundamentals, to widen analytical skills and to solve the real-life problems with flourishing career in electrical and electronics industries.
PEO2	Graduates of the programme will continue to expand their knowledge and skills during their career.
PEO3	Graduates will exhibit assessable progress in the fields they opt to practice.
PEO4	Graduates of the programme can work in teams discharging societal responsibilities as engineers following ethical practices.

Department of Electronics & Communication Engineering:

Vision:

Our vision is to impart futuristic technical education transforming the students technically superior, ethically strong and self-disciplined to serve the nation as a valuable resource.

Mission:

M1	To impart quality technical education in the area of Electronics and Communication Engineering to make the student a professional graduate engineer by implementing excellent teaching and learning methodologies
M2	To train the students on latest technologies to meet the growing challenges of the industry
M3	To develop talented and committed human resources and to provide an environment for innovative, creative, leadership and team spirit.
M4	To equip the students with strong fundamentals and to enable them to continue the education.

Programme Specific Outcomes:

PSO 1	An ability to isolate and solve complex problems in the domain of electronics and Communication by selecting appropriate hardware and software tools.
PSO 2	An ability to design, develop and validate inter disciplinary products, process by applying the knowledge and skill of signal processing, embedded systems, VLSI, networking and communication engineering.

Programme Education Objectives:

PEO1	Graduation will be successful as Professionals, Researchers or Entrepreneurs in Electronics, Information and Communication Engineering disciplines.
PEO2	Graduates will continuously be updated with the state-of-the-art Technology through Formal and informal education to provides sustainable solutions.
PEO3	Graduates will demonstrate ethical and social responsibilities as a individual and in a team of diverse culture.

Department of Information Technology:

Vision:

To develop innovative technocrats as per industry technical needs, social and ethical values of technology development in the Information Technology.

Mission:

M1	To provide interactive environment and technical knowledge through teaching self learning and skill development programs to stand out in the global competitive world.
M2	To provide a holistic learning methods for students and to create awareness in legal and ethical practices.
M3	To imbibe the professional ethics & social values in the students to make them responsible citizens.

Programme Specific Outcomes:

PSO 1	Ability to adapt to a rapidly changing environment by learning and employing new programming skills and technologies.
PSO 2	Ability to use diverse knowledge across the domains with interpersonal skills to deliver the Industry need.

Programme Education Objectives:

PEO1	Gain Successful Professional career in IT industry as an efficient software engineer.
PEO2	Succeed in Master/Research programmes to gain knowledge on emerging technologies in Information Technology, Computer Science.
PEO3	Grow as a responsible computing professional in their own area of interest with intellectual skills and ethics through lifelong learning approach to meet societal needs.

Department of Mechanical Engineering:

Vision:

The department strives to create engineering professionals having sound technical knowledge with creative approach, who are competent to pursue diverse and successful careers in modern society.

Mission:

M 1	To impart quality education to the students and enhancing their skills to make them competitive in Mechanical Engineering.
M 2	To enhance technical skills and knowledge of the students to match with the global needs particularly with higher studies, entrepreneurship and industry.
M 3	To develop the students as career competitors by utilizing the skill and excellency in the field of design, manufacturing and thermal engineering.
M 4	To make the students to learn effective technical communication skills to face intellectual and ethical career challenges after graduation.

Programme Specific Outcomes:

PSO 1	Promotes the technical knowledge, skills and attitude for the requirement of industry and society towards Mechanical Engineering.
PSO 2	Facilitates to plan, design, develops and tests an energy efficient manufacturing system for required engineering applications.
PSO 3	Nurtures the students towards advanced design and analysis tools for Mechanical system.

Programme Education Objectives:

PEO 1	To provide students with a foundation in mathematical, Scientific and Engineering Fundamentals necessary to formulate, solve and analyze engineering problems and to prepare them for graduate studies.
PEO 2	To inculcate students in machine design, product manufacturing and thermal engineering by adopting experimental, analytical and numerical techniques.
PEO 3	To prepare the students for successful careers in higher studies, industry and entrepreneurship that meets the needs of Indian and Multi-National organizations.
PEO 4	To provide opportunity for students to work as part of teams on multi- disciplinary projects.

Department of MBA:**Vision:**

To be a centre of excellence in management by fostering excellence in education, research, innovation, incubation and values to inspire and groom the students as future leaders to face the challenges of the quality conscious globalised world economy.

Mission:

M1	Grooming the students as future leaders by the way of skill based learning
M2	Develop ethically responsible global business leaders, entrepreneurs, policy-makers and social change agents through holistic education
M3	To Promote Industry Interaction in the country and abroad for management development.

Programme Specific Outcomes:

PSO-1	Formulate an integrative business project through the application of multidisciplinary knowledge comprising of finance, marketing and human resources management.
PSO-2	Ability to recognize the importance of professional development by pursuing management studies that offer challenging and rewarding careers in the field of management.
PSO-3	Develop the entrepreneurial skills for the future society requirements.

Programme Education Objectives:

PEO-1	Graduates undertake Skill based Learning in global management, administration and entrepreneurship.
PEO-2	Graduates possess professional competence to do higher studies, research, lifelong learning for continuous Interaction with Industries for growth and development.
PEO-3	Graduates are ethically responsible citizens and leaders to empower the business organizations for Social and legal business solutions.

Admissions Process:

Under the overall control and supervision of Chairman, Andhra Pradesh State Council for Higher Education (APSCHE), the Convenor (Examinations) conducts the qualifying Entrance Test (EAPCET) for entry / admission into Engineering Degree programmes. Candidates with Intermediate qualification or its equivalent are eligible to appear for the above entrance test. It is under overall control and supervision of the Chairman, APSCHE.

The Convener (Admissions) is responsible for conducting counselling and allotment of these qualified candidates to various universities and private engineering colleges against the 70% of the sanctioned intake. The remaining 30% seats are to be filled by the management, scrupulously adhering to the rules and procedures, stipulated by Government of Andhra Pradesh.

Category	Admission Procedure	Percentage Quota
Category A	EAPCET	70%
Category B	Management quota	30%

RULES AND REGULATIONS

It shall be the bounden duty of every student to abide by the rules and regulations of the institution, and to conduct himself with discipline and decorum in all places and under all circumstances.

IDENTITY CARDS

Each student must possess an identity card with his/her photograph affixed on it, duly attested by the principal. An Identity card is issued to every student on admission. It should be produced for getting admission to

- Class Rooms
 - Library
 - Sports Room
 - College Laboratories
 - Examination Hall
 - College or University Programmes
- Identity card is for student protection in a situation where his identity is challenged and should be produced on demand.
 - If the ID card is lost, the loss should immediately be reported to the Principal office. Store I/C will issue duplicate ID card after completing formal procedure.
 - No student is allowed into the College Campus without wearing ID card.

ATTENDANCE

- A student is eligible to write the Semester End Examinations if he/she acquires a minimum of 75% of attendance in aggregate of all the subjects.
- Condonation of shortage of attendance in aggregate upto 10% (65% and above and below 75%) in each semester may be granted on medical ground.
- Shortage of Attendance below 65% in aggregate shall not be condoned.
- A student who is short of attendance in semester may seek re- admission into that semester when offered within 4 weeks from the date of the commencement of class work.
- Students whose shortage of attendance is not condoned in any semester are not eligible to write their end semester examination of that class.
- A stipulated fee shall be payable towards condonation of shortage of attendance.
- A student will be promoted to the next semester if he/she satisfies the attendance requirement of the present semester and credits.
- If any candidate fulfils the attendance requirement in the present semester, he/she shall not be eligible for readmission into the same class.

DISCIPLINE / PUNCTUALITY

- Maintenance of discipline within the college campus is of utmost importance.
- Students are expected to abide by the rules of the College and refrain from any activity that harms the dignity of the individual or casts a slur on the image of the institution. Any violation of the college norms shall be dealt with stringently and penal action shall be invoked accordingly. The cooperation of parents and guardians is essential in this regard.
- All the students shall strictly observe the college time.
- If anyone is found regularly late, administrative action shall be initiated, including suspension from classes.
- If any student wants to leave the campus before the schedule time then he / she has to fill up a gate pass mentioning genuine reasons and should obtain the signature of the HoD concerned.
- All the students should strictly adhere to the schedules specified for the submission of assignments, Laboratory reports, Seminar reports, Project reports etc. failing which students will be awarded academic punishments.
- Schedule for payment of college fees should be adhered to.

The following acts of indiscipline are seriously viewed and call for disciplinary action:

- Disorderly and obnoxious behaviour with fellow students and the staff of the College.
- Resorting to unfair means in Examinations / Tests
- Inviting outside persons to the College without appropriate permission.
- Default in payment of tuition fee, transportation charges.
- Irregular attendance in class and internal exams.
- Boycotting Classes / Tests / Examinations or demanding postponement of Classes / Examinations / Tests.
- Damaging or tampering with properties and fittings or other installations in the College.
- Mutilating / Stealing Library materials.

GENERAL RULES

- No student is permitted to leave the class room during class hours.
- Students are expected to read notices/circulars displayed on the college notice board.
- All vehicles should be parked in the allotted place. Vehicles found parked in unauthorized places shall be impounded.
- While attending college functions, the students will conduct themselves in such a way as to bring credit to themselves and to the institution.
- Students are forbidden from entering the college office and the staff rooms during unspecified hours.
- Students are prohibited from damaging the building or furniture in any way. The cost of any damage so caused will be recovered from the students collectively if the responsibility for it cannot be fixed on any individual or group of individuals.
- Students are strictly forbidden from engaging themselves in any political or other movement.
- Pasting of wall posters, writing on walls and roads are prohibited.

CODE OF CONDUCT:

I. BEHAVIOUR

- Behave always in a dignified way so as to uphold the prestige and fair name of our college. Remember that your behaviour both within and outside the campus reflects on the Prestige of the College.
- Maintain decency and decorum in your dealings with others.
- Greet your teachers the first time you meet them in a day. Observe the same with your classmates and seniors.
- Students are expected to use only courteous and polite language and behave with decorum when talking to the faculty members and the staff of the college and hostel.

II. CLASSROOM

- Gathering in groups at roads, entrance, exit, pathways, gardens, etc, is strictly prohibited.
- Avoid standing or strolling in the corridors during the class hours.
- While standing in the verandas /corridors for any reason, leave space for others to walk freely and give way to teachers without their having to ask for it.
- Do not write on the black board without the permission of the teacher.
- Attendance will be taken at the beginning of each period. Late comers shall enter class-rooms only with the permission of the teacher.
- The students are warned they must follow all the safety regulations while conducting practical's in the laboratories and the management is not responsible for any physical damage or mishap that might occur out of student's negligence.
- Do not allow your friends to disturb you in the classroom except in emergency, unavoidable circumstances.

III. DRESS CODE

All students in the campus should wear clean and appropriate attire.

- The boys are expected to be in formal pants, with the shirt neatly tucked in and in polished leather shoes. Any other dress and footwear is not permitted.
- The girls should wear Chudidars with Dupatta.
- Wear shoes while attending College.
- Wear the prescribed dress in the workshop / laboratory classes.
- Do not wear fancy or gaudy dress while attending college.

IV. RAGGING

Ragging is a cognizable and punishable offence. Any student found indulging in ragging will be dealt with severely as per the existing orders. It is to be noted that ragging in professional Colleges has been banned within (or) outside the College Campus by the Govt. of A.P Vide prohibition act, 1997. A student against whom there is a prima facie evidence of ragging in any form will be suspended from the College immediately. Any student involved in RAGGING of any sort directly or indirectly shall be dismissed from the college immediately in addition to facing action by the law enforcing authorities. An undertaking to this effect is to be signed by both Students and Parents.

Ragging /teasing/intimidating/harassing/using words of abuse etc. on junior student's especially female students with in the campus or outside is punishable/crime under Police Act, and such matters will be immediately reported to the police. Students involved in such acts will be adequately punished.

ర్యాగింగ్ రూపు మాపేందుకు మాతో సహకరించండి.
GO AHEAD, REPORT RAGGING

95814 56307
 95814 56310

PACE
 INSTITUTE OF TECHNOLOGY & SCIENCES

ర్యాగింగ్ చేస్తే ఇక ఇంటికే

DON'T 'RAG'

ALSO DON'T BE A MUTE WITNESS TO 'RAGGING'

What is Ragging ?

Any act resulting in :

- Mental / Physical / Sexual Abuse
- Verbal Abuse
- Indecent Behaviors
- Criminal Intimidation / Wrongful Restraint
- Undermining Human Dignity
- Financial Exploitation / Extortion
- Any type of use of force

Each of the above is a criminal offence

A student indulging in ragging can be :

- Expelled from the Institution
- Banned from the Mess / Hostel
- His / Her Scholarship (if any) can be withdrawn
- Debarred from examinations
- Lodged FIR with Local Police
- Prosecuted for Criminal Action
- Institutions have been asked to file
- FIR with local police against those who RAG / ABET ragging

GO AHEAD, REPORT RAGGING

SAY NO TO RAGGING

JOIN HANDS TO MAKE OUR CAMPUS RAGGING FREE

V. ACADEMIC REGULATIONS

Students should adhere to the academic regulations they admitted and amendments to those regulations (if any) taken then after.

Examination Pattern –for both theory and practicals:

Evaluation-Distribution and Weightage of marks																																			
i)	Paper setting and evaluation of the answer scripts shall be done as per the procedures laid down by the College Examination section from time to time.																																		
ii)	For non-credit mandatory courses, like Environmental Sciences, Universal Human Values, Ethics, Indian Constitution, Essence of Indian Traditional Knowledge, the student has to secure 40% of the marks allotted in the internal evaluation for passing the course. No marks or letter grade shall be allotted for all mandatory non-credit courses.																																		
iii)	A student is deemed to have satisfied the minimum academic requirements if he has earned the credits allotted to each theory/practical design/drawing subject/ project etc by securing not less than 35% of marks in the semester end exam and minimum 40% of marks in the sum total of the internal marks and semester end examination marks together.																																		
iv)	Distribution and Weightage of marks:																																		
	The assessment of the student's performance in each course will be based on Continuous Internal Evaluation (CIE) and Semester-End Examination (SEE). The performance of a student in each semester shall be evaluated course-wise with a maximum of 100 marks for theory course and 50 marks for practical course. For theory courses the distribution shall be 30 marks for Internal Evaluation and 70 marks for the Semester End Examinations.																																		
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v)	Continuous Internal Theory Evaluation:																																		
a)	For theory subjects, during a semester, there shall be two mid-term examinations. Each mid-term examination consists of (i) one online objective examination (ii) one descriptive examination and (iii) one assignment. The online examination (objective) shall be 10 marks and descriptive examination shall be for 15 marks with a total duration of 1 hour 50 minutes (20 minutes for objective and 90 minutes for descriptive paper).																																		
b)	The first online examination (objective) is set with 20 multiple choice questions for 10 marks (20 questions x ½ marks) from first two and half units (50% of the syllabus) and it is conducted by College Examination Section. The descriptive examination is set with 3 full questions for 5 marks each from first two and half units (50% of the syllabus), the student has to answer all questions. In the similar lines, the second online and descriptive examinations shall be conducted on the rest of the syllabus.																																		
c)	The assignment is given by the concerned class teacher for five marks from first two and half units (50% of the syllabus). The second assignment shall be given from rest of the syllabus. The first assignment should be submitted before the conduct of the first mid-term examination, and the second assignment should be submitted before the conduct of the second mid-term examination.																																		

	d)	The total marks secured by the student in each mid-term examination are evaluated for 30 marks. The first mid marks (Mid-1) consisting of marks of online objective examination, descriptive examination and assignment shall be submitted to the college examination section within one week after completion of first mid examination.
	e)	The mid marks submitted to the college examination section shall be displayed in the concerned department notice boards for the benefit of the students.
	f)	If any discrepancy found in the submitted Mid-1 marks, it shall be brought to the notice of college examination section within one week from the submission.
	g)	Second mid marks (Mid-2) consisting of marks of online objective examination, descriptive examination and assignment shall also be submitted to College examination section within one week after completion of second mid examination and it shall be displayed in the notice boards. If any discrepancy found in the submitted mid-2 marks, it shall be brought to the notice of college examination section within one week from the submission.
	h)	Internal marks can be calculated with 80% weightage for better of the two mid exams and 20% Weightage for another mid exam.
	i)	Example: Mid-1 marks = Marks secured in (online examination-1 + descriptive examination-1 + one assignment-1) Mid-2 marks = Marks secured in (online examination-2 + descriptive examination-2 + one assignment-2) Final internal Marks = (Best of (Mid-1/Mid-2) marks x 0.8 + Least of (Mid-1/Mid-2) marks x 0.2)
	j)	With the above criteria, college examination section will send mid marks of all courses in consolidated form to all the concerned departments and same shall be displayed in the concerned department notice boards. If any discrepancy found, it shall be brought to the notice of college examination section through proper channel within one week with all proofs. Discrepancies brought after the given deadline will not be entertained under any circumstances.
	k)	For practical subjects there shall be continuous evaluation during the semester for 15 internal marks. The internal 15 marks shall be awarded as follows: day to day work - 5 marks, Record-5 marks and the remaining 5 marks to be awarded by conducting an internal laboratory test.
vi)	Semester End Theory Examinations Evaluation:	
	a)	The semester end examinations will be conducted college examination section for 70 marks consists of five questions carrying 14 marks each. Each of these questions is from one unit and may contain sub-questions. For each question there will be an “either” “or” choice, which means that there will be two questions from each unit and the student should answer either of the two questions.
	b)	For practical subjects the end examination shall be conducted by the teacher concerned and external examiner appointed by Chief Controller of Examinations for 35 marks. Note: Laboratory marks and the internal marks awarded by the department are not final. The marks are subject to scrutiny and scaling by the Chief Controller of Examinations wherever felt desirable. The internal and laboratory marks awarded by the department will be referred to a Committee. The Committee shall arrive at a scaling factor and the marks will be scaled as per the scaling factor. The recommendations of the Committee are final and binding. All the laboratory records and internal test papers shall be preserved in respective departments as per college norms and shall be produced to the Committees of University as and when they ask for.
	c)	For the course having design and / or drawing (such as Engineering Graphics, Engineering Drawing, Machine Drawing) and estimation, the distribution shall be 30 marks for internal evaluation (15 marks for continuous Assessment (day-to-day work) and 15 marks for internal tests) and 70 marks for end examination. There shall be two internal tests in a Semester for 15 marks each and final marks can be calculated with 80% weightage for better of the two tests and 20% weightage for other test and these are to be added to the marks obtained in day-to-day work.

d)	<p>Evaluation of the summer internships: It shall be completed in collaboration with local industries, Govt. Organizations, construction agencies, Industries, Hydel and thermal power projects and also in software MNCs in the area of concerned specialization of the UG programme. Students shall pursue this internship during summer vacation just before its offering as per course structure. The minimum duration of this course shall be at least 6 weeks. The student shall register for the internship as per course structure after commencement of academic year. A supervisor/mentor/advisor has to be allotted to guide the students for taking up the summer internship. The supervisor shall monitor the attendance of the students while taking up the internship. Attendance requirements are as per the norms of the College. After successful completion, students shall submit a summer internship technical report to the concerned department and appear for an oral presentation before the departmental committee consists of an external examiner appointed by the Chief Controller of Examinations; Head of the Department, supervisor of the internship and a senior faculty member of the department. A certificate from industry/skill development center shall be included in the report. The report and the oral presentation shall carry 40% and 60% weightages respectively. It shall be evaluated for 50 external marks at the end of the semester. There shall be no internal marks for Summer Internship. A student shall secure minimum 40% of marks for successful completion. In case, if a student fails, he/she shall reappear as and when semester supplementary examinations are conducted by the College.</p>
e)	<p>The job-oriented skill courses may be registered at the department or at any accredited external agency. A student shall submit a record/report on the on the list skills learned. If the student completes job-oriented skill course at external agency, a certificate from the agency shall be included in the report. The course will be evaluated at the end of the semester for 50 marks (record: 15 marks and viva-voce: 35 marks) along with laboratory end examinations in the presence of external (appointed by the Chief Controller of Examinations) and internal examiner (course instructor or mentor). There are no internal marks for the job-oriented skill courses.</p>
f)	<p>Mandatory Course (M.C): Environmental Sciences, Universal Human Values, Ethics, Indian Constitution, Essence of Indian Traditional Knowledge etc non-credit (zero credits) mandatory courses. Environmental Sciences shall be offered compulsorily as mandatory course for all branches. A minimum of 75% attendance is mandatory in these subjects. There shall be an external examination for 70 marks and it shall be conducted by the department internally. Two internal examinations shall be conducted for 30 marks and a student has to secure at least 40% of the marks for passing the course. There is no online internal exam for mandatory courses. No marks or letter grade shall be printed in the transcripts for all mandatory non-credit courses, but only Completed (Y)/Not-completed (N) will be specified.</p>
g)	<p>Elective Course through Massive Open Online Course (MOOC) as Program Elective course. The student shall register for the course (Minimum of 12 weeks) offered by SWAYAM/NPTEL through online with the approval of Head of the Department. The Head of the Department shall appoint one mentor for each of the MOOC subjects offered. The student needs to register the course in the SWAYAM/NPTEL portal. During the course, the mentor monitors the student's assignment submissions given by SWAYAM/NPTEL. The student needs to submit all the assignments given and needs to take final exam at the proctor center. The student needs to earn a certificate by passing the exam. The student will be awarded the credits given in curriculum only by submission of the certificate. In case if student does not pass subjects registered through SWAYAM/NPTEL, the same or alternative equivalent subject may be registered again through SWAYAM/NPTEL in the next semester with the recommendation of HOD and shall be passed.</p>
h)	<p>Major Project (Project - Project work, seminar and internship in industry): In the final semester, the student should mandatorily register and undergo internship and in parallel he/she should work on a project with well-defined objectives. At the end of the semester the candidate shall submit an internship completion certificate and a project report. A student shall also be permitted to submit project report on the work carried out during the internship. The project report shall be evaluated with an external examiner.</p> <p>Evaluation: The total marks for project work 200 marks and distribution shall be 60 marks for internal and 140 marks for external evaluation. The supervisor assesses the student for 30 marks (Report: 15 marks, Seminar: 15 marks). At the end of the semester, all projects shall be showcased at the department for the benefit of all students and staff and the same is to be evaluated by the departmental Project Review Committee consisting of supervisor, a senior faculty and HOD for 30 marks. The external evaluation of Project Work is a Viva-Voce Examination conducted in the presence of internal examiner and external examiner appointed by the Chief Controller of Examinations and is evaluated for 140 marks.</p>

Recounting of Marks in the Semester End Examination:																																														
	A student can request for recounting of his/her answer book on payment of a prescribed fee as per college norms.																																													
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	A student who has failed to secure the required credits can appear for a supplementary examination, as per the schedule announced by the college.																																													
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	Disciplinary action shall be taken in case of malpractices during Mid/End examinations as per the rules framed by the college.																																													
Promotion Rules																																														
	The following academic requirements have to be satisfied in addition to the attendance requirements mentioned in item no.8 for promotion to higher classes																																													
a)	A student shall be promoted from first year to second year if he fulfills the minimum attendance requirement as per College norms.																																													
b)	A student will be promoted from II to III year if he fulfills the academic requirement of 40% of credits up to either II year I-Semester or II year II-Semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in II year II semester.																																													
c)	A student shall be promoted from III year to IV year if he fulfills the academic requirements of 40% of the credits up to either III year I semester or III year II semester from all the examinations, whether or not the candidate takes the examinations and secures prescribed minimum attendance in III year II semester.																																													
Course Pattern:																																														
	The entire course of study is for four academic years; all years are on semester pattern																																													
a)	A student eligible to appear for the semester end examination in a course, but absent from it or has failed in the semester end examination, may write the exam in that course when conducted next.																																													
b)	When a student is detained for lack of credits/shortage of attendance, he may be re-admitted into the same semester/year in which he has been detained. However, the academic regulations under which he was first admitted shall continue to be applicable to him.																																													
Earning of Credit:																																														
A student shall be considered to have completed a course successfully and earned the credits if he/she secures an acceptable letter grade in the range A+ to E as given below. Letter grade 'F' in any course implies failure of the student in that course and no credits earned. Absent is also treated as no credits earned. For project same % percentages will be followed for grading.																																														
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 20%;">Marks Range Theory (Max – 100)</th> <th style="width: 20%;">Marks Range Lab (Max – 50)</th> <th style="width: 20%;">Level</th> <th style="width: 20%;">Letter Grade</th> <th style="width: 20%;">Grade Point</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">≥ 90</td> <td style="text-align: center;">≥ 45</td> <td style="text-align: center;">Outstanding</td> <td style="text-align: center;">A+</td> <td style="text-align: center;">10</td> </tr> <tr> <td style="text-align: center;">≥80 ≤ 89</td> <td style="text-align: center;">≥40 ≤ 44</td> <td style="text-align: center;">Excellent</td> <td style="text-align: center;">A</td> <td style="text-align: center;">9</td> </tr> <tr> <td style="text-align: center;">≥70 ≤ 79</td> <td style="text-align: center;">≥35 ≤ 39</td> <td style="text-align: center;">Very Good</td> <td style="text-align: center;">B</td> <td style="text-align: center;">8</td> </tr> <tr> <td style="text-align: center;">≥60 ≤ 69</td> <td style="text-align: center;">≥30 ≤ 34</td> <td style="text-align: center;">Good</td> <td style="text-align: center;">C</td> <td style="text-align: center;">7</td> </tr> <tr> <td style="text-align: center;">≥50 ≤ 59</td> <td style="text-align: center;">≥25 ≤ 29</td> <td style="text-align: center;">Fair</td> <td style="text-align: center;">D</td> <td style="text-align: center;">6</td> </tr> <tr> <td style="text-align: center;">≥40 ≤ 49</td> <td style="text-align: center;">≥20 ≤ 24</td> <td style="text-align: center;">Satisfactory</td> <td style="text-align: center;">E</td> <td style="text-align: center;">5</td> </tr> <tr> <td style="text-align: center;">< 40</td> <td style="text-align: center;">< 20</td> <td style="text-align: center;">Fail</td> <td style="text-align: center;">F</td> <td style="text-align: center;">0</td> </tr> <tr> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">Absent</td> <td style="text-align: center;">AB</td> <td style="text-align: center;">0</td> </tr> </tbody> </table>		Marks Range Theory (Max – 100)	Marks Range Lab (Max – 50)	Level	Letter Grade	Grade Point	≥ 90	≥ 45	Outstanding	A+	10	≥80 ≤ 89	≥40 ≤ 44	Excellent	A	9	≥70 ≤ 79	≥35 ≤ 39	Very Good	B	8	≥60 ≤ 69	≥30 ≤ 34	Good	C	7	≥50 ≤ 59	≥25 ≤ 29	Fair	D	6	≥40 ≤ 49	≥20 ≤ 24	Satisfactory	E	5	< 40	< 20	Fail	F	0	-	-	Absent	AB	0
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Computation of SGPA and CGPA																																									
	The UGC recommends the following procedure to compute the Semester Grade Point Average (SGPA) and Cumulative Grade Point Average (CGPA):																																								
a)	<p>SGPA(S_k) of kth semester (1 to 8) is ratio of sum of the product of the number of credits with the grade points scored by a student in all the courses taken by a student and the sum of the total number of credits of all the courses undergone/registered by a student, i.e.,</p> $SGPA(S_k) = \frac{\sum_{i=1}^n (C_i \times G_i)}{\sum_{i=1}^n C_i}$ <p>Where C_i is the number of credits of the ith course/subject in a semester and G_i is the grade point scored by the student in the ith course/subject and n is the number of courses/subjects registered in that semester.</p>																																								
b)	<p>CGPA: The CGPA is calculated in the same manner taking into account all the ‘m’ courses/subjects registered by student over all the semesters of a Programme i.e., in all eight semesters</p> $CGPA = \frac{\sum_{i=1}^n (C_i \times S_i)}{\sum_{i=1}^n C_i}$ <p>Where S_i is SGPA of the ith semester and C_i is total number of credits in that semester.</p>																																								
c)	SGPA and CGPA shall be rounded off to 2 decimal points and reported in transcripts.																																								
d)	While computing the SGPA/CGPA, the subjects in which the student is awarded Zero grade points will also be included.																																								
e)	Grade Point: It is a numerical weight allotted to each letter grade on a 10-point scale.																																								
f)	Letter Grade: It is an index of the performance of students in a said course. Grades are denoted by letters A+, A, B, C, D, E, F and AB.																																								
g)	<p>As per AICTE regulations, conversion of CGPA into equivalent percentage as follows:</p> $\text{Equivalent Percentage} = (CGPA - 0.75) \times 10$																																								
h)	<p>Illustration of Computation of SGPA and CGPA</p> <p>Illustration for SGPA: Let us assume there are 6 subjects in a semester. The grades obtained as follows:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse; text-align: center;"> <thead> <tr> <th>Course</th> <th>Credit</th> <th>Grade Obtained</th> <th>Grade point</th> <th>S_i= Credit Point (Credit x Grade)</th> </tr> </thead> <tbody> <tr> <td>Subject 1</td> <td>3</td> <td>B</td> <td>8</td> <td>3 X 8 = 24</td> </tr> <tr> <td>Subject 2</td> <td>4</td> <td>C</td> <td>7</td> <td>4 X 7 = 28</td> </tr> <tr> <td>Subject 3</td> <td>3</td> <td>D</td> <td>6</td> <td>3 X 6 = 18</td> </tr> <tr> <td>Subject 4</td> <td>3</td> <td>A+</td> <td>10</td> <td>3 X 10 = 30</td> </tr> <tr> <td>Subject 5</td> <td>3</td> <td>E</td> <td>5</td> <td>3 X 5 = 15</td> </tr> <tr> <td>Subject 6</td> <td>4</td> <td>D</td> <td>6</td> <td>4 X 6 = 24</td> </tr> <tr> <td></td> <td>20</td> <td></td> <td></td> <td>139</td> </tr> </tbody> </table> <p style="text-align: center;">Thus, SGPA = 139/20 = 6.95 = 6.9 (approx.)</p>	Course	Credit	Grade Obtained	Grade point	S _i = Credit Point (Credit x Grade)	Subject 1	3	B	8	3 X 8 = 24	Subject 2	4	C	7	4 X 7 = 28	Subject 3	3	D	6	3 X 6 = 18	Subject 4	3	A+	10	3 X 10 = 30	Subject 5	3	E	5	3 X 5 = 15	Subject 6	4	D	6	4 X 6 = 24		20			139
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Award of Class

After a student has satisfied the requirements prescribed for the completion of the program and is eligible for the award of B. Tech. Degree, he shall be placed in one of the following four classes:

Class Awarded	CGPA to be secured	Remarks
First Class with Distinction	≥ 7.75 (without any supplementary appearance)	From the CGPA secured from 160 credits
First Class	≥ 6.75	
Second Class	$\geq 5.75 < 6.75$	
Pass Class	$\geq 5.00 < 5.75$	

ABOUT FACULTY

PACE has an eminent team of faculty consisting of professors, associate professors and assistant professors. The labs are handled /maintained by well qualified technicians. Besides this, many guest faculty visit the college from industries, universities and various organizations to expand the horizons of knowledge.

ABOUT THE INFRASTRUCTURE OF THE INSTITUTE

Computer Centre:

- a. Internet facility is available for all the students during & beyond college hours in computer centre. They can also utilize this facility during free periods.
- b. Students should leave their footwear outside before entering the computer centre.
- c. Students should not enter the computer centre with the personal belongings, like bags.
- d. They should maintain strict silence and cleanliness in the computer centre.

Laboratories:

1. Students are expected to be punctual and regular to lab classes.
2. Students are expected to carry out all the experiments prescribed in syllabus.
3. They will not be permitted to attend the end practical examinations unless they carry out the minimum number of experiments prescribed.
4. They should attend the lab fully prepared, with clear concept of the theory underlying the experiment and other experimental details with a pre-plan on how to carry out the experiment, after verifying the lab manual.
5. Observation notebooks should be neatly maintained.
6. Experiments must be recorded only in the books approved by the departments /college.
7. Observation notebook should be compulsorily shown to the teacher in charge of the lab and get signed by the teacher at the end of the experiment.
8. Records must be submitted as per the schedule prescribed by the teacher in charge of the lab.
9. Records must be get certified before appearing for the end examinations.
10. Student should not move from one table to another.
11. Student should handover the equipment to the technical staff in good condition before leaving the lab.
12. Students should maintain utmost cleanliness in the lab.
13. Breakage / damages of the equipment should be reported immediately to the lab incharge.
14. Students are advised to clear all dues of the lab before taking end practical examinations and avoid complications at a later date.
15. Laboratory session marks will be awarded on the basis of continuous evaluation.
16. They should clear the work bench soon after the experiment is over.
17. Waste material if any, should not be thrown on the floor of the laboratory. Students should use the waste material baskets kept for the purpose

LIBRARY

PACE Institute of Technology & Sciences library is truly a learning centre spreading over ground floors to accommodate more than 350 students at a time. The library stocks textbooks, reference books, journals, audio video lectures and project reports. The library subscribes to more National and International journals and has a very large collection of reference books on advanced disciplines that are aimed at developing students beyond their normal curriculum. In all, the college library has more than 29000, volumes and around 5500 titles covering various advanced disciplines pertaining to all the branches of Engineering and Management courses.

Digital Library is well equipped with 36 multimedia systems and uninterrupted power backup to access e-journals and e-books DELNET, and NPTEL databases for the latest developments in the respective subjects.

The Library is equipped with four multimedia classrooms for conducting video lectures from eminent professors through NPTEL program. In accordance with the objectives of the PACE Institute of Technology and Sciences, the library aims to develop a comprehensive collection of documents useful for the students, faculty and Research Community of the institution.

HOSTELS

The College provides separate accommodation for girls & boys. These are located in salubrious atmosphere and surroundings favourable for studies. An exclusive & well secured hostel for girl students is available in the campus. The safe atmosphere, caring warden and the hostel maintenance staff are the assets of our hostel.

A beautiful hostel for boys is available in the campus with necessary amenities like individual cot, study table, chair & wardrobe with locking facility. The hostel is provided with 24 hours power backup and good drinking water facility. It provides Systematic & Comfortable Environment to the students with Spacious, Fully Furnished Rooms with all basic requirements, Disciplined Environment and study hours are conducted to generate good results.

CANTEEN

Canteen is the refreshing place for the tired young minds. It has been especially designed with clean and comfortable environment where they can enjoy their food. College cafeteria is open to the students, staff and other visitors. The cafeteria serves fresh & hot meals and menu has been planned scrupulously to best fit the needs of the students. The cafeteria provides hygienic and healthy foods, snacks at affordable price. Water cooler with RO purified water with constant supply of safe drinking water is available in the college campus, canteen and hostels.

COLLEGE FITNESS CENTRE-Gym

The college trains not only the young minds in the territory of knowledge but also aims for physical fitness of the students. In view of this, a well-furnished GYM has been provided in the campus. Gym provides a great relaxation to our students and provides a robust body and mind.

COLLEGE STORE

The college store provides books, stationery items, drawing aids, etc. The store will be opened during the following timings - 8 AM to 6 PM.

INTERNET & Wi-Fi

Internet has become a part of our everyday life. Especially for students, Internet is a great tool for learning & research about their subject area from thousands of articles around the world, besides communicating with experts sitting across the globe for information sharing. In view of this the institute provides Wi-Fi, 24x7 internet facility. The institute also has high quality persistent bandwidth offering high speed and uninterrupted connectivity on Optical Fiber Network.

FACILITIES FOR MEDICAL EMERGENCIES

The college maintains a health centre with a doctor and supported by a full time attendant. Ambulance service is provided. The students and faculties can avail the First Aid and Sick Room facility. It is supported with the service of a Medical Nurse.

TRANSPORT

To provide comfortable access to students from all the corners of Ongole, PACE accommodates convenient bus service to all its students. It is just a 10 minute drive from Ongole town. The college is easily accessible by public transportation also. In the college, there are around 36 busses, which are running within 50 KM radius from Ongole town. Buses are available from Ulavapadu, Kandukuru, Singaraya konda, Tanguturu, Pachava, Pidipadu, Jarugumalli, Kondepi, Thumadu, Madhuluru, Gangavaram, S.N.Padu, Podili, Chimakurthy, Pernamitta, Turpugangavaram, Talluru, Maddipadu, Lingumgunta, Addanki, Medarametla, Maddipadu, Chandaluru, Pamidipadu, Medarametla, Raparla, Ammanabrolu, N.G.Padu, Kothapatnam, Alluru, Koppolu and Ongole to College.

POST OFFICE

Post Office facility is provided at the college for the benefit of the students, staff and the people who are living at the nearby village Valluru.

ATM

Union Bank ATM facility is provided at at the college for the benefit of the students, staff and the people who are living at the nearby village Valluru.

WEBSITE

Our website, **www.pace.ac.in** is designed and maintained in the most interactive manner; it helps in establishing a virtual family of students, faculty, and parents.

VALUE ADDED TRAINING COURSES

Value Added Training (VAT) has been introduced in I, II, III and IV B.Tech to provide students with training in Soft Skills and Technical Skills so that students are ready to take-up jobs immediately after their graduation.

The soft skills provide the students with a strong conceptual and practical frame work for building, developing and managing teams. They play an important role in overall personality development thereby enhancing the student's career prospects.

Effective communication and interpersonal skills are crucial to compete successfully in this dynamic global environment. They are essential to succeed in today's competitive world.

The soft skills provide strong practical orientation to the students helping them in building and improving their skills such as communication (reading, writing, speaking & listening), phonetics, business correspondence, presentation, team building, leadership, problem solving, goal setting, information gathering, time management, group discussion, public speaking, CV & interview preparation, inter-personal skills, Entrepreneurship skills and personality development. This programme will help students in career visioning, planning, and effective resume writing.

The soft skills training programme is essential for the overall personality development of the students. Spoken English classes are being conducted for limited number of students. The following technical and soft skills programmes are available

1) Oracle 2) Core Java 3) Mat Lab 4) GRE 5) Aptitude 6) TOEFL 7) Spoken English(for first year students) 8) Advanced Communication Skills 9) Soft Skills 10) Android 11) J2EE 12) Incubation Centre for ECE & EEE. 13) CRT programme and Finishing school programme for final B.Tech students.

TUTORIALS, SEMINARS, ASSIGNMENTS AND AUDIO-VISUAL CLASSES

The prescribed syllabus is taught in the regular scheduled classes. In order to provide wider scope and the application of a given module / topic, the students are taught in a separate open forum generally described as tutorial. The tutorial classes are expected to deal with the analytical and material strengths for a given module / topic and essentially the thorough understanding in the form of applications should be the

output. This requires the appropriate subject strengths, planning and the deep concentration from both student and faculty. The student should also be able to work for various approaches to verify the outputs from a given unit / module. Conceptually tutorials were introduced to promote and cultivate the research approaches in student as well as faculty. Therefore, each faculty is required to work precisely with advance preparation to enforce the above concepts in an effective manner.

COUNSELLING & MENTORING TO THE STUDENTS

The counselling cell consistently keeps the track of three parameters (attendance, behaviour and performance) to identify the weak candidates for whom certain kind of counselling is needed. Mentoring is done (A teacher mentor for 15-20 students) based on percentage of attendance, performance in internal examinations and overall behaviour. Students are counselled and if necessary parents are also called for interaction.

TRAINING & PLACEMENT

The Training and Placement Cell provides placements in the leading MNCs and reputed industries. It guides and trains students in their career planning. It plays a challenging role in bridging the gap between Institute and Industry.

The major functions are:

- Job placement for students through campus interviews.
- Educational Tours to industries and places of technical importance.
- Training programmes and workshops on career planning, job interviews, group discussions.
- Special focus on Personality Development and Assistance for Internship

ENTREPRENEURSHIP DEVELOPMENT CELL

Keeping in view the mission statement of the management, an Entrepreneurship Development Cell has been set up, with the primary objective of promoting Entrepreneurship Development skills and the capabilities, among the budding and prospective Engineers of this college.

The EDP Cell, takes up the following activities:

1. To organize awareness camps, to counsel, motivate and sensitise the students to hone creative, problem solving and entrepreneurial skills and leadership qualities and capabilities.
2. To provide information about the type of projects, and products, which are reserved for small scale sector, and the support extended by the various Government agencies.
3. To encourage and motivate the students to take up investigation on these EDP related projects and activities as well as to study in depth and take up the same as their final year project work.
4. To motivate the students to go for self-employment and entrepreneurship schemes, supported and financed by the Government and financial institutions.

CAREER GUIDANCE CELL

Career Guidance Cell aimed at providing the information about higher education. It emphasise the importance of higher education in India and abroad. It encourages the students how to prepare for and write competitive exams for higher studies.

COLLEGE TIMINGS

College works for six days in a week with seven periods a day each of 50minutes duration. The college runs from 9:20 AM to 4:10 PM.

COMMUNICATION WITH PARENTS

Parents will be communicated about the performance of their son / daughter / ward in attendance and examinations through SMS. Parents are advised to take follow up action and approach the college for any information / suggestions regarding their ward's conduct and performance in the college. In case of poor academic performance and / or attendance, the student and the parent / guardian should promptly respond to and comply with the reports and suggestions for improvement as and when informed.

Literary Club: To hone the English Communication Skills of the students, PACE initiated "*PACE Literary Club*". It aims to train the students on global standards. It conducts JAM sessions, Group Discussions, Debates, Presentations, quizzes, Essay Writing, Elocution and so on. Students are being benefited by the club by acquiring life skills.

NSS-NATIONAL SERVICE SCHEME

The NSS unit creates a deeper understanding of society and service. The NSS promotes the meaning of the life through service in the hearts of the students. The welfare of an individual is ultimately dependent on the welfare of society on the whole.

Activities undertaken by NSS:

- Regular activities (community work)
- Special camping (7 days)
- Improvement of campus
- Tree Plantation
- Health, nutrition, family welfare, AIDS awareness campaigns
- Working with welfare institutions
- Blood donation
- Adult and non-formal education
- Constructive work in adopted villages and slums
- Helping hand for the victims during the disasters.
- Village Survey
- Free Medical camps
- Hygiene & Cleanliness Awareness programme in nearby villages.

NCC- NATIONAL CADET CORPS

The Institution has NCC approval under 34 (A) Bn, Pelluru. The institution train the students for NCC certification exams. NCC selections carried out in the institution every year.

SPORTS AND GAMES

Physical Education Department is manned by a well-qualified and experienced Physical Director. The Institute has excellent Games and Sports facilities including well laid play grounds for out-door games of cricket, volleyball, badminton, basketball etc. Students participated in various sports events and won many medals and prizes at University, State, National and International level.

GAMES AND SPORTS POLICY

The Institute makes prompt efforts:

- To identify talents of the students at the very first year level and to provide opportunity to develop their talent.
- To encourage and support the students to participate at state, national and international level.

STUDENT WELFARE ACTIVITIES

- Student Welfare Fund is earmarked and set apart to meet the following student friendly objectives.
- To help the needy students in pursuit of their Education and career development through an SC/ST Book Bank
- Concession and transport facility for poor and deserving students.
- DA/TA for students participating in inter University and interstate sports and games, paper presentations and technical conferences.

AWARDS

- Awards for Toppers in Academics
- Best outgoing students from each final year branch
- Best student organizer
- Toppers Sports and Games
- Cultural events

ACADEMIC CERTIFICATES

The following academic certificates will be issued by the college at the time of the student leaving the institution.

- Course completion/Study certificate (as applicable)
- Transfer cum Conduct Certificate
- Provisional Certificate
- Consolidated Marks Memo
- Degree certificate (original) will be issued by University after receiving the application from students.

GRIEVANCE REDRESSAL CELL

The college constituted a Grievance Redressal committee to offer suggestions to the management and the principal in all the matters connected with the staff and students welfare such as examinations, college timing, transport, ragging, harassing, humiliating and other such cases. The committee looks into all types of complaints received from the students and faculty.

EXPECTATIONS FROM PARENTS

Parents should:

1. Be in regular contact with the Institute / Department regarding the progress of their wards.
2. Please update the information regarding change in the phone number, residential address etc. by communicating it to the office / student counsellor.
3. At the end of every month attendance is updated. Information is provided to the parents of the students falling short of 75% attendance. Instructions given in the report must be followed strictly.
4. Parents are advised to opt for college transport facility to avoid their ward coming late to the college.
5. Advise their ward not to indulge in any sort of misbehaviour / ragging within or outside the college campus.



PACE
INSTITUTE OF TECHNOLOGY & SCIENCES

AUTONOMOUS

Approved by AICTE and Govt. of Andhra Pradesh, Accredited by NAAC(A Grade)
Recognized under 2(f) & 12(B) of UGC, Permanently Affiliated to JNTUK, Kakinada AP
An ISO 9001:2015, ISO 14001:2015 and ISO 50001:2018 Certified Institution

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