# ACADEMIC CALENDAR 2017 - 2018



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# STUDENT'S PERSONAL PROFILE

Name:	D.O.B
Father's Name :	Contact No
Course	
Roll. NoBa	atch
Address for Communication	
Phone	9
Email	
Aadhar Card No. :	
Permanent / Parents Address	
Phone	
Email	
Blood Group	Allergy (If any)
Name & Relationship of conta	ct person in case of emergency
Mr./Ms	
Phone No	
Mobile No	



#### NATIONAL ANTHEM

Jana-gana-mana-adhinayaka, Jaya He' Bharata-bhagya-vidhata Punjaba-sindhu-gujarata-maratha-Dravida-utkala-banga Vindhya Himachala Yamuna Ganga Uchchala Jaladhi Taranga

Tava Subha Name' Jage' Tava Subha Asisha Mage' Gahe' Tava Jaya-gatha

Jana-gana-mangaladayaka, Jaya He' Bharata-bhagya-vidhata Jaya He', Jaya He', Jaya He', Jaya Jaya Jaya, Jaya He'

-Rabindranath Tagore

# தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும் சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில் தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும் தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே தமிழணங்கே உன் சீரிளமைத் திறம் வியந்து செயல் மறந்து வாழ்த்துதுமே வாழ்த்துதுமே

"மனோன்மணீயம்" பெ. சுந்தரம் பிள்ளை



# **University Prayer Song**

எண்ணிய முடிதல் வேண்டும் நல்லவே எண்ண வேண்டும் திண்ணிய நெஞ்சம் வேண்டும் தெளிந்த நல்லறிவு வேண்டும்

> - மகாகவி சுப்பிரமணிய பாரதி தேசிய கவிஞர்

"Let my thoughts bloom into action Let me think only noble thoughts Let me have a valiant heart Let me have a clear wisdom"

> - Mahakavi Subramaniya Bharathiar National Poet



#### **AMET PROFILE**

Overlooking the deep blue sea cradled by the Bay of Bengal and tucked in the scenic drive way of east coast road is AMET University which is India's first maritime University, the one and only university from India to be a member of the International Association of Maritime Universities. With quality, commitment, knowledge and excellence as its corner stones, AMET had a humble beginning in the year 1993 with just 14 cadets molded for a career in merchant navy through a higher national diploma programme in marine engineering.

AMET's uncompromising strides of excellence in the field of maritime education and training laced with its capacity to feed the global shipping industry with an unrivalled maritime human resource secured it the status of becoming the first university in India for maritime education, training, research and development activities on the 21st August 2007. AMET had the privilege and unprecedented status of getting unveiled as a Maritime University from the hands of the secretary general of the International Maritime Organization, Mr.Efithimios E Mitrapoulos.

AMET University serves as an ocean of knowledge for over 4000 students pursuing courses ranging from diploma to Doctoral programs through 7 schools and 2 intensive research and training centers for marine and marine related activities. Equipped with an excellent infrastructure for research and development, co curricular and extracurricular activities AMET secured its compliance certificate for ISO 9001:2000 quality standards from the prestigious and globally renowned DET NORSKE VERITAS, Norway.

Forged with a vision to secure a position of prominence among the world's maritime universities and with a mission to be the fountainhead for nurturing finest intellectual capital base for the maritime sector – worldwide, education at AMET University caters to the comprehensive development of all its students so as to make them better educated, more articulate and demanding. To that end is enabled and inculcated by modern teaching aids, well equipped workshops for practical training, marine workshop for hands on training on marine auxiliaries, Ship in Campus, well furnished hostel, canteen facilities, indoor and outdoor games, swimming pool, medical facilities backed by an overall conducive learning environment.

For over two decades AMET University is remaining as the favorite destination for campus interviews by many shipping giants such as AP MOLLER MAERSK, GOODWOOD, NYK, SONANGOL, VSHIPS, WALLEMS, SHELL, CHEVRON, STENA and so goes a list of over 100 companies. Besides positions onboard, AMET Business school graduates have secured lucrative jobs in commercial shipping sectors such as chartering and ship broking. Never the less, Naval architecture, petroleum engineering, harbor engineering, marine electrical and electronics engineering graduates have successfully walked away from AMET with jobs offering sumptuous





packages along with an opportunity to grow and glow in their career swiftly. Needless to say about the entrepreneurship development activities nurtured into AMET'ians has been found rewarding by students who are chief executive officers of their own organization.

AMET University works closely and cohesively with the global shipping industry and aligns its objectives regularly to suit the demands of the evolution in technology. Such alignment keeps the students updated and industry-ready. With a consistent placement record AMET University has been recognized as a premier institution for marine and marine related jobs and has earned a position as a trustworthy consultants for research and development projects wherein the investment are worth to the tune of several crores of rupees. Adducing to this achievements are the awards and accolades garnered by AMET University for a range of activities in pursuit of excellence over the last two decades in maritime education, training, research and development.

AMET University commitment to cater for the maritime capacity building has no bounds. AMET's strong hold as an institution for quality, discipline and rigor has drawn the attention of several growing maritime nations. To name a few are Republic of Nigeria, Angola and Djibouti that has signed a long term memorandum of understanding with AMET University for developing their nation's maritime human resource in particular and maritime infrastructure in general. Nigerian Maritime safety authority (NIMASA) which is the supreme authority for maritime administration in Nigeria, has got over 500 cadets trained through AMET University over the last five years.

AMET University is a host to over 400 international students hailing from more than 10 countries across the world, thus providing and proving itself as a culturally diverse destination with a pledge to "Respect Diversity" and to promote cross cultural understanding which is the most essential quality for working in global environment.

AMET University has a very ambitious vision 2020 plan wherein it aims to be a one stop solution for all marine related activities happening around the world and has clearly charted out an action plan to gauge its growth towards its 2020 milestone. The dogged perseverance of AMET University's unmatched faculty gears up the student to meet the challenges of their life and career with tenacity of mind, endeavor to face them and emerge victorious. With a synergistic attitude prevailing among management, staff and student, AMET University is all set to achieve and sustain a status par excellence.



## RECOGNITION AND ACCREDITATION



AMET University has been recognized by Director General of Shipping (DG Shipping) for conducting Marine Engineering and Nautical Science Courses. Det Norske Veritas- Germanischer Lloyds (DNV-GL) world renowned Classification society bestowed the highest Grade A1 (Outstanding) to AMET UNIVERSITY continuously three years i.e. 2014-'15, 2015-'16 and 2016-'17. after intensive inspection for the Comprehensive Inspection Programme (CIP) conducted under the authority of Director General of Shipping, Government of India.



AMET has been conferred with Deemed University Status under De Novo category on August 2007 by University Grants Commission as per Sec.3 of UGC Act. 1956.



AMET University is certified to ISO 9001:2015 QMS Standard by Det Norske Veritas for Design, Development and Conducting Maritime Training Courses, Programmes, Examinations and Assessments.



The National Assessment and Accreditation Council (NAAC) an autonomous institution of the University Grants Commission has assessed AMET and accredited with B Grade during November 2015. The accreditation is an indication of standards of quality as set by the NAAC and valid for a period of five years from 16-11-2015.

#### VISION

To sustain identity as a World Class Leader in Maritime Education and empower learners with wholesome knowledge through progressive innovation in training, research and development which will render students a unique learning experience and a transformation impact on the Global Society.

#### MISSION

AMET will strive continuously to

- Impart value-based higher education and technical knowledge with uncompromising strides of an outstanding quality.
- Emerge as a Centre of Excellence inculcating skill development in recent technologies in accordance with industrial trends.
- Create World class research capabilities on par with the finest in the world and broaden student's horizons beyond classroom education.
- Nurture talent and entrepreneurship to enable all round personality development among students.
- Empower students across socio economic strata.
- Make a positive difference to society through technical education.

#### **QUALITY POLICY**

AMET is committed to provide highest quality in education and be the most preferred institution for pursuing marine and marine related courses

- Providing a conducive, vibrant, progressive and enriching learning atmosphere.
- Teaching Excellence and Research Output.
- Global outlook and engaging with the world through learning, teaching and research.
- Providing competitive advantage in gaining employment for further academic opportunities.
- Maintaining excellent links with commerce and industry both national and international.
- Complying with all applicable requirements and continually improving the effectiveness of the Quality Management System.





# **AMET TRUST**

- 1. Dr. J. Ramachandran President
- 2. Mrs. Susheela Ramachandran Managing Trustee
- 3. Mr. Rajesh Ramachandran Vice-President
- **4. Mrs. Padmavathy Vijayakumar** Trustee
- **5. Mrs. Mohana Karikalan** Trustee

Mr. S. Karikalan Senior Vice-President

Mrs. V. Sangeetha Albin Director - Administration



# OFFICIALS OF THE UNIVERSITY

## **VICE-CHANCELLOR**

Col. Dr. G. Thiruvasagam

Phone: 044 – 32575616 (O)

044-27472155 (O) 044-24493411 (Res)

#### REGISTRAR

Dr. P. Saravanan

Phone: 8695951127 (O) 044-24484424 (Res)

Mob: 9444893379

## **PRINCIPAL - DGS COURSES**

Prof. K.R. Chidambaram

Phone: 7811905196 (O)

Mob: 9444022393

#### **CONTROLLER OF EXAMINATIONS**

Dr. K. Duraipandian

Phone: 9344436043(O)

Mob: 9444330202

#### FINANCIAL CONTROLLER

Mrs. D. Nalini

Phone: 044 - 27472155 / 157 Extn.: 136



# **ACADEMIC COUNCIL**

S.No	NAME	DESIGNATION
ı	Col. Dr. G. Thiruvasagam (Chairman)	Vice-Chancellor
The Re	gistrar, who shall be the secreta	ry of the Academic Council
II	Dr. P. Saravanan, (Secretary)	Registrar
III	Dean(s) of Faculties	
1	Prof. K.R. Chidambaram	Marine Engineering
2	Capt. K. Karthik	Nautical Science
3	Dr. S.K. Satsangi	Naval Architecture
4	Dr. D. Arivazhagan	Curriculum Development
5	Dr. T. Sasilatha	Academic
IV	Heads of the Departments	
1	Dr. P.N. Ananthanarayanan	Dept. of Petroleum Engineering
2	Dr. S. Ramachandran	Dept. of AMET Business School
3	Dr. K.Thiruvenkatasamy	Dept. of Harbour & Ocean Engineering
4	Dr. R. Rajavel	Dept. of Mechanical Engineering (Marine)
5	Dr. M. Jayaprakashvel	Dept. of Marine Biotechnology
6	Capt. I.V.S. Ramakrishna	Dept. of Pre Sea Modular Courses
7	Prof. S. Rengaraju	Dept. of HND-ME
8	Prof. P.J. Samson	Dept. of HND-NS
9	Dr. P. Balaganesan	Dept. of Mathematics
10	Dr. R. Baskaran	Dept. of Physics





11	Dr. Gengan Saravanan	Dept. of Chemistry
12	Dr. C. Vairavan	Dept. of English
13	Dr. K. Komathy	Dept. of Information Technology
14	Dr. N.R. Ramkumar	Dept. of Physical Education
15	Dr. S. Prabakar	Librarian
V Ten Seniori		s of the Departments (By Rotation of
1	Capt. Yeshwanthraj	Department of Nautical Science
2	Capt. P. Rajendran	Department of Nautical Science
3	Mr. Bhoopathy Bhaskaran	Department of Marine Engineering
4	Mr. K.G. Ravi Kumar	Department of Marine Engineering
5	Dr. J. Rajaraman	Dept. of Harbour and Ocean Engineering
6	Cdr. Prashant Kumar Singhal	Dept. of Naval Architecture
7	Dr. N. Manoharan	Rector - Research
8	Dr. P.N. Sridhar	Department of Petroleum Engineering
9	Dr. A. Shameem	AMET Business School
10	Mr. P. Palanichamy	Department of Mathematics
	wo Associate Professors from teartments by Rotation of Seniori	he Departments other than the Heads of ty
1	Dr. M. Bina Celine Dorathy	AMET Business School
2	Dr. S. Prabhakaran	Department of Mechanical Engineering (Marine)

VII Two Assistant Professors from the Departments by Rotation of Seniority						
1	Mr. P. Ramanathan	Department of Mechanical Engineering (Marine)				
2	Mr. S. Arunkumar	AMET Business School				
	titution / Deemed to be Unive	from other field related to the activities of rsity who are not in the service of the y, nominated by the Vice - Chancellor				
1	Dr. Chitra Krishnan	HOD, Dept. of Foreign Language University of Madras				
2	Dr. V. Thangaraj	Controller of Examinations, Vel Tech University				
3	Dr. B. Swaminathan	Asst. Professor, School of Maritime Management, Indian Maritime University				
IX the Aca	Three persons who are not nademic Council for their spec	nembers of the Teaching staff, co-opted by ialised knowledge				
1	Mr. Santhana Krishnan	Ship /Yard Manager Marine Consultant				
2	Dr. M.A. Muthu Manickam	Scientist F, Joint Director, DRDO / Combat Vehicles Research & Development Establishment, Chennai				
3	Capt. Saurabh Mahesh	Head Crew Sourcing & Global Cadet Administration, Maersk Line, Singapore				
Studen	t Representatives					
1	Mr. Alok Kumar	Roll No.1817 B- 14th Batch of BE-Marine Engineering - final year student				
2	Mr. Taail Tariq Farid	Roll No.NA 872 - 9th batch :BE Naval Architecture and Offshore Engineering – III year student				
Specia	Special Invitees					
1	Mrs. V. Sangeetha Albin	Director - Administration				
2	Prof. K. Seyadu	Chief Warden				
3	Dr. K. Duraipandian	Controller of Examinations				
4	Dr. J. Rengamani	Director, Faculty Development				





## BOARD OF RESEARCH

1. Col. Dr. G. Thiruvasagam

Vice - Chancellor

AMET University, Chennai - 603 112.

2. Dr. P. Sivakumar Member

Director

DRDO/Combat Vehicles Research & Development Establishment(CVRDE), Avadi, Chennai - 600 054.

3. Dr. V. Selvam Member

Executive Director, M S Swaminathan Research Foundation Third Cross Road, Taramani Institutional Area, Chennai – 600 113

4. Dr. P. Iyamperumal Member

Director, Tamil Nadu Science and Technology Centre, Gandhi Mandapam Road, Chennai - 600 025

5. Dr. B. Venkataraman Member

Head, Radiological Safety Division & Associate Director, Radiological Safety and Environmental Group Indira Gandhi Centre for Atomic Research Department of Atomic Energy, Government of India, Kalpakkam - 603 102

6. Dr. R. Venkatesan Member

Group Head, Scientist - G, Ocean Observation System, National Institute of Ocean Technology (NIOT), Chennai – 600 100.

7. Dr. N.K. Chandrababu Member

Scientist – G and Cluster Chairman Leather Process Technology, Council of Scientific and Industrial Research (CSIR) / Central Leather Research Institute (CLRI), Govt. of India, Advar, Chennai – 600 020.

8. Dr. Rita John Member

Professor & Head, Department of Theoretical Physics, University of Madras, Chennai - 600 025

9. Dr. P. Saravanan Member

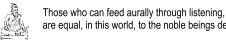
Registrar, AMET University, Chennai – 603 112.

10. Dr. M. Jayaprakashvel Member

Deputy Director - Research, AMET University, Chennai - 603 112.

11. Dr. N. Manoharan Secretary

Rector – Research, AMET University, Chennai – 603 112.





Chairperson

#### SCHOOLS OF THE UNIVERSITY

#### 1. School of Marine Studies

#### Chair Person: Prof. K.R. Chidambaram

- i. Department of Marine Engineering
- ii. Department of Nautical Science

#### 2. School of Electrical and Electronics Engineering

Chair Person: Dr T Sasilatha

- i. Dept. of Electrical and Electrical and Electronics Engineering
- ii. Dept. Information Technology

#### 3. School of Engineering and Technology

Chair Person: Dr R Rajavel

- i. Dept. of Mechanical Engineering
- ii. Dept. of Mining Engineering

#### 4. School of Ocean Engineering

Chair Person: Prof. MSP. Raju

- i. Dept. of Naval Architecture and Offshore Engineering
- ii. Dept. of Petroleum Engineering
- iii. Dept. Of Harbour and Ocean Engineering

#### 5. School of Management Sciences

Chair Person: Dr. J. Rengamani

- AMET Business School
- ii. Dept. of Commerce

#### 6. School of Science and Humanities

Chair Person: Dr.N.R. Ramkumar

- i. Dept. of Mathematics
- ii. Dept. of Physics
- iii. Dept. of Chemistry
- iv. Dept. of English
- v. Dept. of Physical Education

#### 7. School of Biotechnology

Chair Person: Prof. Dr. K. Altaff

- i. Dept. of Food Processing Technology
- ii. Dept. of Marine Biotechnology





#### **HEADS OF THE DEPARTMENTS**

Prof. K.R. Chidambaram - Department of Marine Engineering

Capt. K. Karthik - Department of Nautical Science

Dr. S.K. Satsangi - Department of Naval Architecture

Dr. P.N. Ananthanarayanan - Department of Petroleum Engineering

Dr. T. Sasilatha - Department of EEE

Dr. K. Thiruvenkatasamy - Department of Harbour Engineering

Dr. R. Rajavel - Department of Mechanical Engineering

Dr. M. Jayaprakashvel - Department of Marine Biotechnology

Dr. S. Ramachandran - AMET Business School

Dr. C. Vairavan - Department of English

Dr. R. Baskaran - Department of Physics

Dr. Gengan Saravanan - Department of Chemistry

Dr. P. Balaganesan - Department of Mathematics

Dr. K. Komathy - Department of Information Technology

Dr. N.R. Ramkumar - Department of Physical Education

Dr. S. Prabakar - Librarian, Department of Library



# **Heads of Academic and Allied Services**

#### Chief Warden

Prof. K. Seyadu

#### Rector - Technical, Research & Development Division

Dr. N. Manoharan

#### **DEANS**

#### 1. Marine Engineering

Prof. K.R. Chidambaram, Principal, DGS Courses

#### 2. Nautical Science

Capt. K. Karthik, Department of Nautical Science

#### 3. Naval Architecture

Dr. S.K. Satsangi, Department of Naval Architecture

#### 4. Academic

Dr. T. Sasilatha, Department of Electrical & Electronics Engineering (Marine)

#### 5. Curriculum Development

Dr. D. Arivazhagan

#### **CO-ORDINATORS**

#### 1. Internal Quality Assurance Cell (IQAC):

Dr. M. Jayaprakashvel, Department of Marine Biotechnology

#### 2. Proctor - Hostels:

Dr. N.R. Ramkumar, Department of Physical Education

#### 3. University Centre for International Relations (UCIR):

Mr. R. Theertham, Department of HND (NS)





#### 4. Human Resource Development Centre:

Dr. J. Rengamani, AMET Business School

#### 5. Centre for E-Governance & ICT:

Dr. K. Komathy, Department of Information Technology

#### 6. Entrepreneurship Development Cell:

Dr. Bina Celine Dorothy, AMET Business School

#### 7. Industry and Institution Collaborative Cell (IICC) & Business Incubator:

Capt. V. Chandra Sekhar, Dept. of Nautical Science and Ms. Annie Sam, AMET Business School

#### 8. Alumni Association:

Mr. Bhoopathy Bhaskaran, Department of Marine Engineering

#### 9. Implementation of MoUs:

Dr. R. Rajavel, Department of Mechanical Engineering (Marine)

#### 10. Spoken Tutorial:

Mr.T.Johnson, IELTS Centre

#### 11. Earn while you learn:

Mr. R. Sundar, Department of Electrical & Electronics Engineering (Marine)

#### 12. Faculty Welfare & Staff Association:

Dr. R. Srinivasan, AMET Business School

#### 13. Students Union:

Dr. A. Manojkumar, Department of Physical Education

#### 14. Programme for Weaker students and Advanced learners:

Dr. P. Ramanathan, Department of Mechanical Engineering(Marine)

#### 15. Environmental Development:

Mr. N. Srikumaran, Department of Marine Biotechnology





#### 16. Yoga & Meditation:

Capt. K. Karthik, Department of Nautical Science

#### 17. Students Counseling Centre:

Ms. V. Amirthavalli, Department of Petroleum Engineering

#### 18. Centre for Women Empowerment:

Ms.H.J.Shanthi, Department of Information Technology

#### 19. Peace Club:

Capt. I.V.S. Ramakrishnan, Department of Pre Sea Modular Courses

#### 20. Cultural Club:

Mr. K. Manigandan, Department of English

#### 21. National Service Scheme and Blood Donation Club:

Mr. S. Arun Kumar, AMET Business School

#### 22. Gender Sensitization Programs:

Mrs. R. Divyaranjani, AMET Business School

## 23. Career Development Centre:

Dr. D. Rajasekar, AMET Business School

#### 24. Networking:

Mr. J. Balasubramanian, System Manager

#### 25. Equal Opportunity Cell

Mr. P. Mohamed Rajab, Dept. of Harbour & Ocean Engineering

#### 26. SC/ST Cell

Mr. P. Veerakumar, Dept. of EEE (Marine)

#### 27. Youth Red Cross

Dr. Ruben Anto, AMET Business School





#### **COURSES OFFERED**

#### U.G. PROGRAMMES

- B.Sc. Nautical Science ( 3 Years)
- B.E. Marine Engineering (4 Years)
- B.E. Naval Architecture & Offshore Engineering (4 Years)
- B.E. Electrical and Electronics Engineering (Marine) (4 Years)
- B.E. Petroleum Engineering (4 Years)
- B.E. Mechanical Engineering (4 Years)
- B.E. Mining Engineering (4 Years)
- B.E. Harbour and Ocean Engineering (4 Years)
- B.Tech. Food Processing Technology (4 Years)
- BBA Shipping (3 Years)
- B.Com. Logistics & Computer Applications (3 Years)

#### P.G. PROGRAMMES

- · M.Tech. Petroleum Engineering
- M.Tech. Naval Architecture and Offshore Engineering
- · M.Tech. Remote Sensing and Geographic Information System
- · M.E. Thermal and Fluid Engineering
- MBA Shipping and Logistics Management
- MBA Oil and Gas Management
- M.Sc. Marine Biotechnology





#### **VALUE ADDED PROGRAMMES**

- Advanced Excel
- 2. Basic Safety Training (BST)
- 3. Computer Aided Design with CREO
- 4. Computer Numerical Control Programming for Milling and Turning
- 5. Data Analytics with Python
- 6. Design of Controllers using LabView
- 7. Electrical Machines & Control
- 8. Elementary First Aid (EFA)
- 9. Engine Room Simulator Course
- 10. Excel Basic
- 11. EXIM procedure and Custom Documentation Phase I
- 12. EXIM Trade and ICEGATE Training Phase 1
- 13. Finite Element Analysis using ANSYS
- 14. Fire Prevention and Fire Fighting (FPFF)
- 15. Food Safety & Food Quality Certification ISO 22000:2018
- 16. Food Safety and Quality Control
- 17. Food Safety Training and Certificating (FOSTAC)
- 18. High Voltage Operational Level
- 19. Industrial Automation
- 20. Introduction to CAD
- 21. ISO 22000-2018 and Hazard Analysis Critical Control Point Internal Auditor
- 22. Latest Technology on Raspberry pi with IOT using Python
- 23. Marketing and Branding
- 24. Measurement and Instrumentation
- 25. Mining Machinery and Safety
- 26. Oil and Gas exploration and Production
- Oil and Gas project Management, Planning, Scheduling, Costing and Risk Management
- 28. On-Board Ship Automation
- 29. Personal Safety and Social Responsibility (PSSR)
- 30. Personal Survival Technique (PST)
- 31. Primevera Project Management
- 32. Product Development and Basic Robotics using MCU
- 33. Programmable Logic Controllers
- 34. Robotics and Applications
- 35. Security Training for Sea Farers with Designated Security Duties (STSDSD)
- 36. Simulation of Electrical Circuits using MATLAB
- 37. Solar Based Renewable Energy Technology
- 38. Specialized Welding
- 39. Web Design
- 40. Wellness at Sea
- 41. Yoga for health
- 42. Yoga for health enrichment
- 43. Yoga for youth empowerment
- 44. EXIM Trade and ICEGATE Training Phase 2
- 45. EXIM procedure and Custom Documentation Phase 2





#### **RESEARCH PROGRAMMES**

AMET offers **Ph.D. Programmes** to the aspiring candidates serving in Educational Institutions / Industries / Research laboratories / Research Organizations etc. This center functions with full commitment towards Research and Development of societal importance with the enthusiasm to serve the community at large. Faculty members from various departments are working in the Sponsored research projects from many funding agencies.

#### Ph.D. Programme

The objective of Ph.D degree programme is to promote highly qualified researchers required for the expansion of fundamental knowledge and innovation through Research and Development. There are two categories of Ph.D programme:

Full – Time - Three years
Part-Time - Four years

#### AMET offers Ph.D. programmes in the following fields of research:

- i. Maritime Education
- ii. Marine Engineering
- iii. Nautical Science
- iv. Naval Architecture & Offshore Engineering
- v. Harbour and Ocean Engineering
- vi. Coastal Engineering
- vii. Coastal / Marine Management
- viii. Inland Water Studies
- ix. Estuarine Studies
- x. Petroleum engineering
- xi. Marine Electrical and Electronics Engineering
- xii. Mechanical Engineering
- xiii. Maritime Policies
- xiv. Shipping and Logistics Management
- xv. Maritime Law & Marine Insurance
- xvi. Maritime Fleet Operations Management
- xvii. Port Management
- xviii. Marine Biotechnology
- xix. Marine Sciences and Technology
- xx. Allied Sciences (Physics, Chemistry, Maths, English, Life Sciences)
  - and Marine Information Technology
- xxi. Interdisciplinary





#### RESEARCH CENTRES

AMET has established **Two** Research Centres in Marine and Allied fields to develop R & D Activities in the campus. The Faculty and the students are permitted to carry out advanced level Research & Training in these Research Centres. Many research projects being carried out in this Research Centres.

- Centre for Maritime Information Services (CMIS)
- Centre for Non Destructive Evaluation (NDE)

## International Research Journals published by University

**Four** International Research Journals have been published with 60% of the papers from International Authors with many International experts in the Editorial Board. These journals are published on Bi-Annual basis.

1. AMET International Journal of Management (AIJM)

ISSN NO: 2231 - 6779, Website: www.ametjournal.com,

No: of Vol. released: 5

2. AMET International Maritime Research Journal (AIMRJ)

ISSN NO: 2347 - 274X, Website: www.amj.co.in,

No: of volumes released: 02

3. AMET International Journal of Physical and Chemical Sciences

ISSN No.: 2395-6275, Website: www.aijpcs.com

4. Journal of Marine Biosciences (JMBS)

ISSN No. 2454-3519 for Printing

ISSN No. 2454–3527 for Online, Website: www.jmbs.co.in





# INDIAN COAST GUARD AND AMET UNIVERSITY COLLABORATION SHORT TERM (TRAINING) COURSE

#### OPRC IMO Level - II Course

The OPRC IMO Level II course is an intensive 5-day course conforming to the IMO guidelines and fine-tuned to Indian Coastline and topography. The course is a comprehensive overview of each component, no less significant than the other, of its very title, viz Oil Pollution Preparedness, Response and Cooperation. The International Convention on Oil Pollution Preparedness, Response and Cooperation 1990, mandates that all stakeholders in the oil and allied Industries have responsible designated persons in their employ who are fully capable of appreciating the complexities involved in preventing, containing and mitigating the effects of an oil spill. It has developed three model training courses aimed at the following:-

Level 1: First Responder

Level 2: On Scene commanders and Supervisors

Level 3: Senior Managers of oil spill response department/organisations

#### Immediate Objective of the Course:

- To make the participant aware of his responsibilities and equip him with sufficient knowledge to understand the complexities in a spill response and to effectively lead a spill response team on scene.
- 2) To appreciate local sensitivities at various regions and effectively overcome any such mitigating factors through pre-planning and to finally effect a successful spill response.
- To identify and garner support of other local and regulatory Agencies with different areas of expertise, deployment of equipments and efficiently coordinate a spill response.
- 4) To be able to build a local oil spill response strategy on the most probable case spill scenario.

# Long Term Objective of the course:

- 1) To build a base of knowledge workers with sufficient expertise at strategic locations along the coastline.
- 2) Development of the local area objectives, response priorities, and logistics requirements.
- 3) Development of an oil spill response strategy for worst case spill in the local area.
- 4) Development of local oil spill planning committee processes.
- 5) Development of local oil spill response strategies for other areas within the country, promoting integration of these local strategies into the national contingency plan.

Certificate is issued jointly by the Indian Coast Guard and AMET University under the Aegis of IMO.





#### **ADMINISTRATIVE STAFF**

Mr. S.Gopalakrishnan Deputy Registrar

(Office of the Vice-Chancellor)

Mrs.Y.S.Jayalakshmi Deputy Registrar (Administration)

Mr. M. Subramanian Assistant Registrar (Administration)

Mr.S.Suresh Assistant Registrar (Hostel)

Mr.M.Sudhakar Assistant Registrar (Project and Maintenance)

Ms. K. Jeyabharathi Assistant Registrar (Purchase)

Mr. S.R.Vijayeendran Section Officer (Admission In-charge)

Mrs. R.S.Thilagavathi Section Officer
Mr. B.S. Karthigaiselvan Section Officer

Mr. M. Kumar

Asst. Section Officer

Ms. M. Jayashree

Asst. Section Officer

Mr. J.S. Praveen

Asst. Section Officer

Mr. V. Suresh Kumar

Asst. Section Officer

Mr. V. Venkataraman

Asst. Section Officer

Asst. Section Officer

Asst. Section Officer

Asst. Section Officer

Mrs. A.J. Glory Asst. Section Officer
Mr. M. Damodharan Asst. Section Officer
Mr. J. Govindaraiu Asst. Section Officer

Mrs. B. Geetha Asst. Section Officer

Mrs. B. Shyamala Gowri Asst. Section Officer

Ms. N.Lakshmi Asst. Section Officer (Admission Counselor)
Mr. C. Pragash Asst. Section Officer (Admission Counselor)
Ms. M.Divyalakshmi Asst. Section Officer (PS - Director Admin)

Ms. Kauser Asst. Section Officer (Receptionist)

#### **CHIEF EXECUTIVE OFFICER**

Mr. K. Seyadu Chief Warden

#### OFFICE OF THE FINANCIAL CONTROLLER

Mrs. D. Nalini Financial Controller
Mr. G. Balaji Chief Finance Manager
Mr. Balaji Singaram Deputy Financial Controller
Mr. K. Vijayakumar Manager (Accounts)

Mr. A. Sundar Rajan Cashier

#### OFFICE OF THE PROCTOR

Dr. N.R. Ramkumar Proctor

#### **PUBLIC RELATIONS OFFICE**

Mr. T. Ramanan Public Relations Officer
Mr. L. Muthukumar Asst. Public Relations Officer

#### **TECHNICAL STAFF**

Mr. J. Balasubramanian Technical Officer

Mr. B. Paramesh Asst.Tech Officer(Sel. Grade)
Mr. S. Devarajan Asst.Tech Officer(Sel. Grade)

Mr. S. Parthasarathy Asst. Tech Officer

#### **CONSTRUCTION & MAINTENANCE STAFF**

Mr. S. Saravanan Asst. Executive Engineer (Civil)
Mr. D. Manikandan Asst. Executive Engineer (Civil)

Mr. K.S. Palani Chief Electrician

## **DUTY OFFICERS**

Mr. K. SambandhamDuty OfficerMr. M. PurushothamanDuty OfficerMr. R. ChandramohanDuty OfficerMr. Anto CardozaDuty Officer

#### SECURITY ADVISOR

Mr. P. Ramakrishnan Advisor (Security & Vigilance)

#### **TRANSPORT**

Mr. M. Kannan Manager

even if well-read, are unwise.

Mr. V. Balaji Asst. Manager

Those who don't learn to abide by the decorous norms of the society,







# **JULY 2017**

DATE	DAY	EVENTS	No. of Working Days
1	Saturday	Founder's Birth Day	-
2	Sunday	Holiday	-
3	Monday		-
4	Tuesday		-
5	Wednesday		-
6	Thursday		-
7	Friday		-
8	Saturday	Holiday	-
9	Sunday	Holiday	-
10	Monday		-
11	Tuesday		-
12	Wednesday		-
13	Thursday		-
14	Friday		-
15	Saturday	Holiday World Youth Skills Day	-
16	Sunday	Holiday	-
17	Monday	University reopens for ODD semester	1
18	Tuesday		2
19	Wednesday		3
20	Thursday		4
21	Friday		5
22	Saturday	Holiday	-
23	Sunday	Holiday	-
24	Monday		6
25	Tuesday		7
26	Wednesday		8
27	Thursday		9
28	Friday		10
29	Saturday	Holiday	-
30	Sunday	Holiday	-
31	Monday		11





# **AUGUST 2017**

DATE	DAY	EVENTS	No. of Working Days
1	Tuesday		12
2	Wednesday		13
3	Thursday		14
4	Friday		15
5	Saturday	Holiday	-
6	Sunday	Holiday	-
7	Monday		16
8	Tuesday		17
9	Wednesday		18
10	Thursday		19
11	Friday		20
12	Saturday	Holiday International Youth Day	-
13	Sunday	Holiday	-
14	Monday	Holiday Krishna Jayanthi	-
15	Tuesday	Independence Day	-
16	Wednesday	Commencement of First Internal Test	21
17	Thursday		22
18	Friday	Annual Convocation	23
19	Saturday	Holiday World Humanitarian Day	-
20	Sunday	Holiday	-
21	Monday		24
22	Tuesday		25
23	Wednesday		26
24	Thursday		27
25	Friday	Holiday Vinayagar Chathurthi	-
26	Saturday	Holiday	=
27	Sunday	Holiday	-
28	Monday	Last date for uploading First Internal Marks	28
29	Tuesday		29
30	Wednesday		30
31	Thursday		31





# **SEPTEMBER 2017**

DATE	DAY	EVENTS	No. of Working Days
1	Friday		32
2	Saturday	Holiday Bakrid	-
3	Sunday	Holiday	-
4	Monday		33
5	Tuesday	Teachers' Day	34
6	Wednesday		35
7	Thursday		36
8	Friday	International Literacy Day (UNESCO)	37
9	Saturday	Holiday	-
10	Sunday	Holiday	-
11	Monday		38
12	Tuesday		39
13	Wednesday		40
14	Thursday		41
15	Friday		42
16	Saturday	Holiday	-
17	Sunday	Holiday	-
18	Monday	Commencement of Second Internal Test	43
19	Tuesday		44
20	Wednesday	Academic Council Meeting	45
21	Thursday	International Day of Peace	46
22	Friday		47
23	Saturday	Holiday	-
24	Sunday	Holiday	-
25	Monday		48
26	Tuesday		49
27	Wednesday		50
28	Thursday	World Maritime Day(IMO) / Last date for uploading Second Internal Marks	51
29	Friday	Holiday Ayutha Pooja	-
30	Saturday	Holiday Vijaya Dasami	-





# **OCTOBER 2017**

DATE	DAY	EVENTS	No. of Working Days
1	Sunday	Holiday Muharram	-
2	Monday	Holiday Gandhi Jayanthi	-
3	Tuesday		52
4	Wednesday	Green Card Meeting	53
5	Thursday	Green Card Meeting	54
6	Friday	Green Card Meeting	55
7	Saturday	Holiday	-
8	Sunday	Holiday	-
9	Monday		56
10	Tuesday		57
11	Wednesday		58
12	Thursday		59
13	Friday		60
14	Saturday	Holiday	-
15	Sunday	Holiday	-
16	Monday	Holiday	-
17	Tuesday	Holiday	-
18	Wednesday	Holiday Deepavali	-
19	Thursday	Holiday Deepavali	-
20	Friday		61
21	Saturday		62
22	Sunday	Holiday	
23	Monday		63
24	Tuesday		64
25	Wednesday	Board of Research Meeting	65
26	Thursday		66
27	Friday		67
28	Saturday		68
29	Sunday	Holiday	-
30	Monday		69
31	Tuesday		70





# **NOVEMBER 2017**

DATE	DAY	EVENTS	No. of Working Days
1	Wednesday		71
2	Thursday		72
3	Friday		73
4	Saturday	Holiday	-
5	Sunday	Holiday	-
6	Monday	Commencement of Practical Examination	74
7	Tuesday		75
8	Wednesday		76
9	Thursday		77
10	Friday		78
11	Saturday		79
12	Sunday	Holiday	-
13	Monday	Commencement of Model Examinations	80
14	Tuesday		81
15	Wednesday		82
16	Thursday		83
17	Friday		84
18	Saturday		85
19	Sunday	Holiday	-
20	Monday		86
21	Tuesday		87
22	Wednesday		88
23	Thursday		89
24	Friday	Issue of Hall Tickets	90
25	Saturday	Holiday	-
26	Sunday	Holiday	-
27	Monday	Last date for uploading Model Exam Marks and CIA Marks	
28	Tuesday	Commencement of University Exams	
29	Wednesday		
30	Thursday		





# **DECEMBER 2017**

DATE	DAY	EVENTS	No. of Working Days
1	Friday	Holiday Milad-un-Nabi	-
2	Saturday	Holiday	-
3	Sunday	Holiday	-
4	Monday		
5	Tuesday		
6	Wednesday		
7	Thursday		
8	Friday		
9	Saturday	Holiday	-
10	Sunday	Holiday	-
11	Monday		
12	Tuesday		
13	Wednesday	Academic Council Meeting	
14	Thursday		
15	Friday	University Exam Ends	
16	Saturday	Holiday Winter Vacation Starts	-
17	Sunday	Holiday	-
18	Monday		
19	Tuesday		
20	Wednesday		
21	Thursday		
22	Friday		
23	Saturday	Holiday	-
24	Sunday	Holiday	-
25	Monday	Holiday Christmas	-
26	Tuesday		
27	Wednesday		
28	Thursday		
29	Friday		
30	Saturday	Holiday	-
31	Sunday	Holiday	-





# **JANUARY 2018**

DATE	DAY	EVENTS	No. of Working Days
1	Monday	Holiday New Year's Day / Winter Vacation Ends	-
2	Tuesday	University reopens for EVEN semester	1
3	Wednesday		2
4	Thursday		3
5	Friday		4
6	Saturday		5
7	Sunday	Holiday	-
8	Monday		6
9	Tuesday		7
10	Wednesday		8
11	Thursday		9
12	Friday		10
13	Saturday	Holiday	-
14	Sunday	Holiday Pongal	-
15	Monday	Holiday Uzhavar Thirunal	-
16	Tuesday	Holiday Thiruvalluvar Day	=
17	Wednesday		11
18	Thursday		12
19	Friday		13
20	Saturday		14
21	Sunday	Holiday	-
22	Monday		15
23	Tuesday		16
24	Wednesday		17
25	Thursday		18
26	Friday	Holiday Republic Day	-
27	Saturday	Holiday	-
28	Sunday	Holiday	-
29	Monday		19
30	Tuesday		20
31	Wednesday		21





# **FEBRUARY 2018**

DATE	DAY	EVENTS	No. of Working Days
1	Thursday		22
2	Friday		23
3	Saturday		24
4	Sunday	Holiday	-
5	Monday	Commencement of First Internal Test	25
6	Tuesday		26
7	Wednesday		27
8	Thursday		28
9	Friday		29
10	Saturday	Holiday Alumni Meet	-
11	Sunday	Holiday	-
12	Monday	-	30
13	Tuesday		31
14	Wednesday		32
15	Thursday	Foundation Day / Last date for uploading First Internal Marks	33
16	Friday		34
17	Saturday		35
18	Sunday	Holiday	-
19	Monday		36
20	Tuesday		37
21	Wednesday		38
22	Thursday		39
23	Friday		40
24	Saturday		41
25	Sunday	Holiday	-
26	Monday		42
27	Tuesday		43
28	Wednesday		44





# **MARCH 2018**

DATE	DAY	EVENTS	No. of Working Days
1	Thursday		45
2	Friday		46
3	Saturday	Holiday	47
4	Sunday	Holiday	-
5	Monday		48
6	Tuesday		49
7	Wednesday	Board of Research Meeting	50
8	Thursday	International Women's Day	51
9	Friday		52
10	Saturday		53
11	Sunday	Holiday	-
12	Monday	Commencement of Second Internal Test	54
13	Tuesday		55
14	Wednesday		56
15	Thursday		57
16	Friday		58
17	Saturday	Holiday	-
18	Sunday	Holiday Telugu New Year	-
19	Monday		59
20	Tuesday		60
21	Wednesday		61
22	Thursday	Last date for uploading Second Internal Marks	62
23	Friday		63
24	Saturday		64
25	Sunday	Holiday	-
26	Monday	Green Card Meeting	65
27	Tuesday	Green Card Meeting	66
28	Wednesday	Green Card Meeting	67
29	Thursday	Holiday Mahavir Jayanti	-
30	Friday	Holiday Good Friday	-
31	Saturday	Holiday	-

Total No. of Working Days-23





# **APRIL 2018**

DATE	DAY	EVENTS	No. of Working Days
1	Sunday	Holiday	-
2	Monday		68
3	Tuesday		69
4	Wednesday	Academic Council Meeting	70
5	Thursday		71
6	Friday		72
7	Saturday	World Health Day [WHO]	73
8	Sunday	Holiday	-
9	Monday	Commencement of Practical Examination	74
10	Tuesday		75
11	Wednesday		76
12	Thursday		77
13	Friday		-
14	Saturday	Holiday Tamil New Year	-
15	Sunday	Holiday	-
16	Monday	Commencement of Model Examination	79
17	Tuesday		80
18	Wednesday		81
19	Thursday		82
20	Friday		83
21	Saturday		84
22	Sunday	Holiday	-
23	Monday		85
24	Tuesday		86
25	Wednesday		87
26	Thursday		88
27	Friday	Issue of Hall Tickets	89
28	Saturday	Last date for uploading Model Exam Marks and CIA Marks	90
29	Sunday	Holiday	-
30	Monday	Commencement of University Exams	

Total No of Working Days- 23





# **MAY 2018**

DATE	DAY	EVENTS	No. of Working Days
1	Tuesday	Holiday May Day	-
2	Wednesday		
3	Thursday		
4	Friday		
5	Saturday	Holiday	-
6	Sunday	Holiday	-
7	Monday		
8	Tuesday		
9	Wednesday		
10	Thursday		
11	Friday		
12	Saturday		
13	Sunday	Holiday	-
14	Monday		-
15	Tuesday		
16	Wednesday		
17	Thursday	University Exam Ends	
18	Friday	Summer Vacation Starts	
19	Saturday	Holiday	-
20	Sunday	Holiday	-
21	Monday		
22	Tuesday		
23	Wednesday		
24	Thursday		
25	Friday		
26	Saturday	Holiday	-
27	Sunday	Holiday	-
28	Monday		
29	Tuesday		
30	Wednesday		
31	Thursday		

Total No of Working Days- 23





# **Academic and Administrative Audit (DNV - ISO Certification)**

## **QUALITY MANAGEMENT SYSTEM**

AMET University has established, implemented and maintained a Quality Management System and aims to continually improve this QMS, including the processes needed and their interactions, in accordance with the requirements of the International Standard (ISO 9001:2015).

AMET University is certified to ISO 9001:2015 QMS Standard by Det Norske Veritas for Design, Development and Conducting Maritime Training Courses, Programmes, Examinations and Assessments.

AMET University has determined the processes needed for the quality management system and their application throughout AMET University, and has:

- a) determined the inputs required and the outputs expected from these processes;
- b) determined the sequence and interaction of these processes; such as admission, course delivery, assessment etc.,
- c) determined and applied the criteria and methods (including monitoring, measurements and related performance indicators) needed to ensure the effective operation and control of these processes;
- d) determined the resources needed for these processes and ensured their availability;
- e) assigned the responsibilities and authorities for these processes;
- f) addressed the risks and opportunities as determined in accordance with the requirements of clause 6.1;
- g) evaluated these processes and implements any changes needed to ensure that these processes achieve their intended results;
- h) improved the processes and the Quality Management System.

To the extent necessary, AMET University

- a) maintains documented information to support the operation of its processes;
- b) retains documented information to have confidence that the processes are being carried out as planned





### PROF. V.B.S. RAJAN LIBRARY

The Central Library has been functioning in a separate building and the total area of the library is 30,000 Sq.ft. The Library is named after Prof. V.B.S. RAJAN LIBRARY which was inaugurated by Mr. Efthimios E. Mitropoulos, Former Chancellor, AMET University, Secretary General Emeritus, International Maritime Organisation (IMO) on 4th September, 2014. The Library has large collection of books with updated editions in different titles and volumes. The book collections are available in the field of Engineering and Technology including on Marine Engineering, Nautical Science, Management Studies, Information Technology, Marine Biotechnology, Naval Architecture, Harbour Engineering, Petroleum Engineering, Electrical and Electronics Engineering, Mechanical Engineering, Mathematics, Physics, Chemistry, English and General area of Studies.

## **FACILITIES**

- Library Portals
- Knimbus remote access facility
- OPAC Facility
- Circulation Section
- Digital Knowledge Centre
- Reference Section

- · Periodical section
- Thesis / Dissertation
- Back Volumes
- Faculty Publications
- · Reprographic Facility
- Scanning and download Facility

## **LIBRARY AUTOMATION**

The library uses the popular Autolib software on windows environment capable of handling of records. It facilitates online Public Access Catalogue (OPAC).

## **OPAC (Online Public Access Catalogue)**

The Library has online Access facility to search the availability of the required document by the user. Search can be made of Author-wise, Title-wise, Subject-wise indexes and using keywords. The Advance Search provides with more specific search for a title with Boolean operators.

#### **E-RESOURCES**

The library has been subscribing to the following E-Resources

- IEEE
- ASME
- ASCE
- FBSCO
- DELNET Online

#### **ACCESS CARD**

The University provides with bar-coded Identity for all the student and staff members which can be utilized for borrowing library documents.

#### **CONSULTATION CARD**

The University has Institutional Membership with the following Institutions for further knowledge needs of the users

- British Council Library (BCL)
- American Council Library (ACL)
- MALIBNET
- Anna University Library







## **VALUE ADDED SERVICES**

In order to meet the contemporary needs of the Library users, the Central Library offers the following value added services;

Reference Services and Referral Services

Lending Services

Bibliographic Services

Reprography Services

Selective Dissemination of Information-SDI

**Current Awareness Service** 

Photo Copying Service

News Paper - Clippings Service

Article Indexing Service

Institutional Repository

Question Bank

### DIGITAL KNOWLEDGE CENTRE

Library has a separate section for Digital Library to facilitate the access of electronic databases subscribed by the institution. The university subscribes to the following electronic database apart from the journals available on Open Access platform and AMET Course Study Material can be accessed respectively

### **DELNET**

DELNET provides an array of facilities. DELNET'S relentless efforts in resource sharing have proved extremely effective. It has contributed lot towards the modernization of libraries in India.

# **AUDIO-VISUAL SECTION**

Auto-visual section of the university library equipped with multimedia facilities. The Auto-video section provided with a colour television, DVD player and computer systems for effective and efficient utilization of national programme on Technology Enhanced learning (NPTEL) courses and the available Technical videos, CD ROM's etc.

### WEB & VIDEO COURSE MATERIALS

National programme on Technology Enhanced learning (NPTEL) (Funded by ministry of Human Resource Development (MHRD), Government of India)

NPTEL provides E-learning through online Web and Video courses in Engineering, science and Humanities streams. The mission of NPTEL is to enhance the quality of engineering education in the country by providing free online courseware.

#### **WEB PORTAL**

Library Portals have been created recently (April 2015) in order to view our e-resources and other library details available in the library so that person from outside campus can also know our E-Resources through our university website. Viz. <a href="https://www.ametuniv.ac.in">www.ametuniv.ac.in</a>- These resources can be seen 24x7daysx365 days.

#### **KNIMBUS**

Knimbus (K=Knowledge + nimbus = Cloud) is a collaborative platform for researchers to discover and share knowledge with peers that provide single point search across publications and sources. Knimbus open helps researchers to find and access millions of journal articles, patents and E-books. Knimbus open is free product and the largest platform for open access content. www.knimbus.com including Digital resources of AMET University.





## DEPARTMENT OF PHYSICAL EDUCATION

"A sound mind in a sound body" is always desired. Sports are vital to the holistic development of young people which foster their physical, social, emotional health and thus enhancing their life skills.

Sports provides a basis for social interaction and creates a sense of belonging to the society, given the benefits that sports can offer to the community. AMET University is committed to invest in promotion and development of sports at all levels. The University is feeder channels from where outstanding sport persons should be able to emerge in future.

Physical Education is part of AMETian Curriculum. The Department of Physical Education is well equipped with modern infrastructure and conducting physical activities like Swimming, Basketball, Volleyball, Badminton, Table Tennis, Cricket, Kabaddi and Football etc. The Physical Education Department provides all kinds of assistance and great support for the cadets / Student's. Sports are in fact a way of life for the cadet's / students who are conscious of health fitness. Physical Education provides a learning experience, which offers a unique opportunity for problem — solving, self-expression, socialization and personality development.

AMETUNISPO is an intramural tournament conducted every year for the cadets / students in the month of December, in memory of Late Mr.G.Janakiraman, father of AMET Chancellor Dr.J.Ramachandran.

Department conducts physical fitness and swimming test with one credit for all courses, which is part of the curriculum.

AMET University has become a member of AIU (Association of Indian Universities) since 2010 and the university teams have been participating in various inter university tournaments every year and brings laurels to AMET university and organising National Level Tournament every year.

For the benefit of the Cadets and students Special Swimming Classes and Fitness Training (Gym) given under the supervision of well experienced Swimming coach and Gym Instructors and encouraging more extension activities to the community.





### DEPARTMENT OF SOFTSKILL & PLACEMENT

Department of Soft skill & Placement came into existence in January 2010, Considering the fact that during the last decades in society the perceived importance of soft skills has increased significantly. AMET has incorporated the department of soft skills into mainstream to fortify the skills & competency of the students.

Soft skills are personal attributes that enhance individuals' interaction effective and mainly deal with behavioral competencies of the students, Interpersonal skills, Effective Communication, Positive Thinking towards life and workplace, Conflict Management, Stress Management, Time Management, Leadership, Team Building, Job Performance and career prospects.

# AMET UNIVERSITY COMMUNITY COLLEGE (AUCC)

The motto of AUCC is "Educate Employ and Elevate". The educational activities are designed in line with the needs and demands of the ship building industries and community. The main objective of the college is to offer skill and job oriented course based on the perceived community demand for specific skill requirement. The college performs three major functions namely teaching, training and extension. It attempts to create a model of employment oriented education with the collaboration of various ship building and heavy engineering industries.

## **AUCC offers the Marine Welding Courses**

Course Code	Course Name	Duration	Level
MW1	Marine Structural Welding SMAW-4G (CS)	5 weeks	1.1
MW2	Marine Structural Welding GTAW & GMAW (CS, SS & AL)	2 weeks	1.2
MW3	Automatic Structural Welding GMAW-3G (CS)	2 weeks	1.3
MW4	Marine Pipe Welding SMAW-6G (CS)	2 months	2.1
MW5	Marine Pipe Welding GTAW+SMAW-6G(CS)	2 weeks	2.2
MW6	Marine Pipe Welding GTAW-6G (SS & ALLOYS)	2 weeks	2.3
MW7	Marine Pipe Welding GTAW+SMAW-6GR(CS)	3 weeks	2.4
MW8	International Welder Diploma (Approved by International Institute of Welding)	3 months	3.1
MW9	International Welding Specialist Diploma (Approved by International Institute of Welding)	3 months	3.2
MW10	International Diploma in Welding	6 months	3.3
MW11	International Diploma in Welding Technology	9 months	3.4
MW12	Underwater Welding Diploma	3 months	4.1
MF1	Marine Structural Steel Fitter	2 months	1.1
MF2	Marine Pipe Fitter & Fabricator	2 months	1.2





# MEMBERS OF THE INTERNAL QUALITY ASSURANCE CELL (IQAC)

- 1. Col. Dr. G. Thiruvasagam, Vice-Chancellor, Chairman
- 2. Mr. S. Karikalan (Management Representative)
- 3. Dr. P. Saravanan, Registrar, Member
- 4. Mrs. V. Sangeetha Albin, Director Administration (Member)
- Dr. T. Balakrishnan, Former Vice Chancellor, Periyar University, Member (External)
- 6. Dr. V. Thangaraj, Controller of Examinations, Veltech Technical University, Member (External)
- 7. Prof. S. Karunanithi, Head, Dept. of Psychology, University of Madras, Member (External)
- 8. Prof. G. Ravindran, Head, Dept. of Journalism and Communication, University of Madras, Member (External)
- 9. Mr. M. Manikandan, Assistant Vice President, Birlasoft, Member (External)
- 10. Dr. S. Sithanantham, Managing Director, Sun Agro Biotech, Chennai, Member (External)
- 11. Prof. K. Seyadu, Director, Student Affairs (Member)
- 12. Dr. N. Manoharan, Director Research (Member)
- 13. Prof. Dr. T. Sasilatha, Dean, EEE Marine & Dean -Academics (Member)
- 14. Capt. K. Karthik, Dean -Nautical Science (Member)
- 15. Dr. D. Arivazhagan, Director Networking (Member)
- 16. Prof. K.Komathy, Director, Centre for ICT Enabled Education (Member)
- 17. Dr. J. Rengamani, Director, Faculty Development (Member)
- 18. Mr. Ganesh Chandran, Student of 4th Year BE Marine Engineering (Member)
- 19. Mr. Prashanth Nagarajan, Student of 2<sup>nd</sup> Year MBA (Member)
- 20. Ms. Srividya, Student of 4th Year BE Naval Architecture (Member)
- 21. Dr. M. Jayaprakashvel, Head i/c, Marine Biotechnology Member-Coordinator





### **RAGGING BANNED**

The University views ragging very seriously. The University is determined to prohibit, prevent and eliminate the scourge of ragging including any conduct whether by words spoken or written or by an act which has the effect of teasing or treating with rudeness a fresher student or indulging in indisciplined activities or which is likely to cause annoyance, hardship or psychological harm in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course does and which as the effect of causing or generating a sense of shame or torment or embarrassment so as adversely affect the physique or psyche of such fresher student with or without an intent to derive a sadistic pleasure or showing off power/authority/superiority anywhere in the campus and thereby to provide a healthy physical and psychological development of all students.

The University campus encompasses all its departments' constituent units and all the premises, whether having academic, residential, playground, canteen or other such premises of the University, whether located within the campus or outside and to all means of transportation of students whether public or private, accessed by students for the pursuit of studies in the University.

Ragging constitutes one or more of the any of the following acts.

- Any conduct by any student or students whether by words spoken or written or by an act which as the effect of teasing, treating or handling with rudeness fresher/student.
- Indulging in indisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological ham or to raise fear or apprehension thereof in any fresher/student.
- Asking any student to do any act which such student will not in the ordinary course
  does and which as the effect of causing or generating a sense of shame or torment or
  embarrassment so as advisedly affect the physique or psyche of such
  fresher/student.
- Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any student/fresher.
- Exploiting the services of a fresher/student for completing the academic tasks assigned to an individual or a group of students.
- Any act of financial extortion or forceful expenditure burden put on a fresher/student by students.
- Any act of physical abuse including all variants of it; Sexual abuse, homosexual assaults, striping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
- Any act or abuse by spoken words, emails, post, public insults which would also
  include deriving perverted pleasure, vicarious or sadistic thrill from actively or
  passively participating in the discomfiture to fresher/student.

The students can approach the anti-ragging committee for reporting ragging related matters. The action for ragging will include in addition to suspension, expulsion of the guilty from the University and lodging of F.I.R with the police.





#### **ANTI-RAGGING COMMITTEE**

CHAIRMAN:

COL.Dr.G.THIRUVASAGAM VICE-CHANCELLOR

MEMBERS:

Dr. P. SARAVANAN REGISTRAR (9444893379)

Mr. K. SEYADU

Prof. K.R. CHIDAMBARAM

DIRECTOR - STUDENT AFFAIRS (9444926307)

HOD - MARINE ENGINEERING (9444022393)

Dr. P.N. ANANTHANARAYANAN

Dr. A. SHAMEEM

PROFESSOR - AMET BUSINESS SCHOOL (9841089035)

Dr. R. RAJAVEL

Dr. M. CHANICAL ENGINEERING (MARINE) (9865668650)

Dr. N.R. RAMKUMAR PROCTOR (9381080111)

Mr. P. RAMAKRISHNAN ADVISOR (SECURITY & VIGILANCE) (9444952565)

Mrs. PANSY CHITTY ASSISTANT WARDEN (9840393972)

Mr. R. SARAVANAN F/o. Mr. S. PREMKUMAR. Roll No.1089 NA - I Year

Mr. MAHESH HENRY ADVOCATE

**INSPECTOR OF POLICE** KANATHUR (044 27472182)

#### STUDENT'S DISCIPLINARY COMMITTEE

Mr. K. SEYADU
DIRECTOR, STUDENTS AFFAIRS
Mr. K.R. CHIDAMBARAM
PRINCIPAL, DGS COURSES
CAPT. K. KARTHICK
DEAN - NAUTICAL SCIENCE
Dr. P.N.ANANTHANARAYANAN
HOD - PETROLEUM ENGINEERING
Dr.A. SHAMEEM
PROFESSOR - AMET BUSINESS SCHOOL
Cdr. PRASANTHKUMAR SINGHAL
DIRECTOR, DEPT. OF NAVAL ARCHITECTURE

Dr. T. SASILATHA DEAN - ELECTRICAL ENGINEERING

Dr. N.R. RAMKUMAR PROCTOR

Mr. P. RAMAKRISHNAN ADVISOR (SECURITY & VIGILANCE)

Mr. M. PURUSHOTHAMAN DUTY OFFICER
Mr. R. SHANMUGANATHAN WARDEN

#### STUDENTS COUNCIL

GAUVRAV KUMAR SINHABE(ME) - CHAIRMANKEERTHAN PONNANNABSc(NS) - VICE-CHAIRMANSANE AMEYA SANJAYBE-NA - SECRETARY

NARAYANASAMY
BE-MECH - JOINT SECRETARY
SHYAMALIMA DASGUPTA
ABS - JOINT SECRETARY

ZENITH KUMAR HOTA BE - PE
MANIKANDAN.N BE -EEEM
MOHAN RAM.J BE-HE
HEMANT SHARMA ABS
ATHULYA BSc-NS

#### **CULTURAL CLUB OFFICE BEARERS**

ADVISOR Dr. K. DURAIPANDIAN - CONTROLLER OF EXAMINATIONS
COORDINATOR Mr. K. MANIGANDAN - ASST. PROFESSOR, DEPT. OF ENGLISH

PRESIDENT M. HARISHANKAR (B.Sc. NS)
VICE-PRESIDENT S. AJITHKUMAR (BE. PE)
P. GUGANATHAN (BE.NAOE)
SECRETARY NISHANT PHUKAN (BE.ME)

SECRETARYNISHANT PHUKAN (BE.ME)JOINT-SECRETARYPOOJA UNNIKRISHNAN (BBA)EVENT COORDINATORD. RANJITH MENON (BE.MECH)

P. ASHIK SHIVA (BE.ME)





#### STUDENTS MESS COMMITTEE

- VICE-CHANCELLOR
- CHIEF WARDEN
- Prof. BHOOPATHY BHASKARAN
- Dr. N.R. RAMKUMAR, PROCTOR
- Mr. S. MOHAMED JAFFAR (CHEF)
- Mr. K. SAMBANDAM (DUTY OFFICER)
- Mr. V.P. RAJASEKAR, DEPUTY WARDEN
- Mr. ANKIT SINGH (PE 498 B.E. (P.E.) III YEAR)
- Mr. PRASANNA KUMAR (PE 414 B.E.(P.E.) IV YEAR)
- Cdt. AKHIL ROY JOSEPH (1814B B.E.-14)
- Cdt. ANMOL BHAGAT (1820B -B.E.-14)
- Cdt. ABHISHEK TIWARI (1660A B.Sc. 14)
- Cdt. G. GAUTAM PRASATH (1704A- B.Sc.-14)
- Mr. NINAD RLAGJI (EEE IV YEAR L261)
- Mr. BAJARE SHARDUL (EEE III YEAR L294)

#### ANTI-SEXUAL HARASSMENT COMMITTEE

- Dr. A. SHAMEEM PROFESSOR AMET BUSINESS SCHOOL
- Ms. SANDHYA RANI RAMADASS LADY MEMBER OF NGO AND PSYCHOLOGIST
- Dr. M. BINA CELINE DORATHY ASSO, PROF., AMET BUSINESS SCHOOL
- Dr. K. KOMATHY HEAD OF THE DEPT, OF INFORMATION TECHNOLOGY
- · Mrs. PANSY CHITTY, RESIDENTIAL WARDEN
- Ms. ATHULYA K.L II YEAR B.Sc. NS. (ANS16030)
- Ms. TEJASWINI SHRIKANT VAIDYA IV YEAR BE NA (ANA14426)

#### STAFF WELFARE COMMITTEE

- 1. Dr. N. MANOHARAN, RECTOR-TECHNICAL, RESEARCH & DEVELOPMENT
- 2. Dr. J. RENGAMANI, DIRECTOR, FACULTY DEVELOPMENT PROGRAMME
- 3. Dr. D. ARIVAZHAGAN, DEAN CURRICULUM DEVELOPMENT
- 4. Mr. M. SUDHAGAR, ASSISTANT REGISTRAR MAINTENANCE
- 5. Mrs. K, JAYABHARATHI, ASSISTANT REGISTRAR (PURCHASE)
- 6. Dr. R. SRINIVASAN, AMET BUSINESS SCHOOL CO-ORDINATOR

#### **NSS ADVISORY COMMITTEE**

- 1. THE VICE-CHANCELLOR
- 2. THE REGISTRAR
- 3. Dr. RAJA HUSSAIN, FORMER NSS CO-ORDINATOR, UNIVERSITY OF MADRAS
- 4. Capt. I.V.S. RAMAKRISHNA, DEPT, OF PRE SEA MODULAR COURSES
- 5. Prof. BHOOPATHY BHASKARAN, PROFESSOR, DEPT. OF MARINE ENGG.
- 6. Dr. N.R. RAMKUMAR, DIRECTOR, PHYSICAL EDUCATION
- Mrs. H.J.SHANTHI, ASST. PROFESSOR, DEPT. OF INFORMATION TECHNOLOGY
- 8. Mr. S.ARUNKUMAR, ASST. PROFESSOR, AMET BUSINESS SCHOOL PROGRAMME CO-ORDINATOR





## **COURSE REGULATIONS**

### SEMESTER SYSTEM:

The University follows the Choice Based Credit System (CBCS) for all the programmes. An academic year consists of two semesters and each semester consists of 15 -18 weeks of Academic work equivalent to 90 teaching days. The semester system accelerates the teaching learning process and enables the students to improve their learning constantly. The CBCS Regulation – 2017 is followed with effect from the Academic Year 2017-18.

## CHOICE BASED CREDIT SYSTEM:

The CBCS provides academic flexibility in designing curriculum with choices and assigning credits based on the course content and hours of teaching. It provides a "Cafeteria" type approach in which the students can take courses of their choice, learn at their own pace, undergo additional courses and acquire more than the required credits. Further it adopt an inter-disciplinary approach to learning. The salient feature of the CBCS programme is the inclusion of courses such as Core, Elective, Foundation, Skill Enhancement, Internship, Industrial Visit, Industrial Training, etc.

#### Core Course:

There are Core Courses in every semester. This is the course which is to be compulsorily studied by a student as a core requirement to complete the requirement of a programme in a said discipline of study

## **Elective Course:**

Elective course is a course which can be chosen from a pool of subjects. It may by:

- Supportive to the discipline of study
- Providing an expanded scope
- Enabling an exposure to some other discipline/domain
- Nurturing student's proficiency/skill.

#### Foundation Course:

The Foundation courses are based upon the content that leads to Knowledge enhancement. They are mandatory for all disciplines.

**Skill Enhancement Courses:** It includes the courses that enable the students to interact effectively and harmoniously with the society. The skill enhancement includes Communication, team work, leadership quality, personality development, self-management, decision making, etc.

#### REQUIREMENTS TO COMPLETE A SEMESTER

# **Course Completion**

A student is normally expected to complete the 4 years UG programme in 8 Semesters but in any case not more than 8 years (16 Semesters), 3 year UG/Diploma programmes in 6 Semester but in any case not more than 6 years (12 Semesters) and 2 year PG programmes in 4 Semester but in any case not more than 4 years (8 Semesters).





#### **Attendance**

- 1. It shall be the duty of each student to attend regularly and punctually all the periods on all working days.
- 2. Attendance will be taken at the beginning of each period.
- 3. Students coming to the class after prayer and after the faculty arrives will be marked absent for that period.
- 4. Attendance calculation will be based on periods.

#### **DGS Cadets**

In order to follow DGS statutory norms, considering that the course is residential, attendance shall normally be 100%. However the students with 90% attendance could write their examination. In exceptional cases, HOD may accept the attendance of 75% and above, if HOD is satisfied that the reason for shortfall is genuine and that the cadet's performance in course has been good. Such reasons shall be recorded and be available for inspection.

#### **Non-DGS Students**

- 1. A minimum of 75% attendance is required for students to appear for the semester examinations.
- The candidates with less than 75% of Attendance will not be allowed to appear for end semester examinations and they can appear only in the next schedule of Examinations, subject to the approval of authorities. They are not eligible for any merit awards and related credentials.

#### Leave of Absence

- All Day-scholars should submit a leave letter prior to availing leave to the respective Mentor for the day of absence, countersigned by parent/guardian which should be sent to HOD of the Department.
- The hostel students should submit their leave application countersigned by the Hostel Warden/Deputy warden to the respective Mentor which should be sent to the HOD of the Department.
- Every student who is absenting to the university for more than three days on Medical grounds should submit a Medical Certificate to the Mentor on the day of rejoining and which will be sent to HOD of the Department, with recommendation.

All the above kinds of leave come within the 25% of absenteeism in the attendance criteria including absence under medical condition.

4. Students who are representing the University in any tournament or contest or attending Conference/Seminar should obtain the prior permission of HOD and submit a letter to that effect from the concerned Faculty-in-charge. Students who fail to obtain the prior permission of the HOD will be marked absent for the period of participation.





#### **EXAMINATION**

Assessment of student performance will be carried out through a combination of Continuous Internal Assessment and End Semester Examinations. In general, the weightage for Continuous Internal Assessment is 40% and End Semester Examinations is 60%.

#### REGISTRATION

The students should register themselves for all the regular papers prescribed in each Semester as well as the arrear papers by paying the required fees.

#### **Continuous Internal Assessment:**

Continuous Assessment is to be done internally by the concerned faculty member. The weightage assigned to continuous assessment is 40 percent and its components are follows:

## **Pattern of Internal Marks Component**

- The internal Assessment test I & II, question paper setting and assessment are to be left to the faculty who handles the particular subject.
- The test dates around 8 to 10 days window period during which the test has to be conducted.
- The test paper has to be evaluated and marks to be submitted through the HOD to the Controller of Examination within specified date along with the signature of students.
- Third test is a Model Examination to be held as University End Semester pattern and to be conducted by the Controller of Examinations, preferably 30 days after the II Test. Paper setting and evaluation can be done internally.

The Continuous Internal Assessment marks for all the theory papers will be 40 which shall be apportioned as follows:

CIATest I - 5 marks
CIATest II - 5 marks
Model Examination - 20 marks

Assignment for UG /Diploma

Seminar/Assignment for PG programmes - 5 marks
Attendance - 5 marks
Total - 40 Marks

The Continuous assessment is a permanent component which will be carried forward for Arrear Examinations also.

#### **QUESTION PAPER PATTERN**

The question paper pattern from 2017-2018 onwards for all the courses –

Section A-Answer all questions (10 Questions)  $10 \times 2 = 20 \text{ marks}$ Section B-Answer any 5 questions out of 8 questions  $5 \times 6 = 30 \text{ marks}$ Section C-Answer all questions (Either/OR pattern)  $5 \times 10 = 50 \text{ marks}$ Total = 100 marks

However, some special and unique subjects in Harbour and Ocean Engineering, Naval Architecture, Information Technology and Nautical Sciences have different question paper pattern.



### **PASSING REQUIREMENTS**

The Passing requirement for a student in a course is determined statistically based on the analysis of the marks obtained both in Continuous Internal Assessment (CIA) and End Semester Examinations (ESE).

### ARREAR EXAMINATION

Arrear Examinations will be conducted twice in a year i.e., each one in the months of November-December and April-May along with the regular Semester Examinations.

# Passing criteria for B.Sc. – Nautical Science (Pass Percentage of Courses as per DG Norms)

	Continuous Assessment minimum	End Semester minimum	Overall passing
Theory	NIL	35% ( 21 out of 60 marks)	40 % in CIA and ESE together
		45% ( 27 out of 60 marks)	50 % in CIA and ESE together
		55% ( 33 out of 60 marks)	60 % in CIA and ESE together
		65% ( 39 out of 60 marks)	70 % in CIA and ESE together
Practical	NIL	40% ( 24 out of 60 marks)	40 % in CIA and ESE together
		50% ( 30 out of 60 marks)	50 % in CIA and ESE together
		60% ( 36 out of 60 marks)	60 % in CIA and ESE together
		70% ( 42 out of 60 marks)	70 % in CIA and ESE together
Project	NIL	50% (25 out of 50 marks)	50 % in CIA and ESE together



# Passing criteria for Under Graduate courses

	Continuous Assessment minimum	End Semester minimum	Overall passing
Theory	NIL	45% (27 out of 60 marks)	50 % in CIA and ESE together
Practical	NIL	50% (30 out of 60 marks)	50 % in CIA and ESE together
Project	NIL	50% (25 out of 50 marks)	50 % in CIA and ESE together

# Passing criteria for Post Graduate courses

	Continuous Assessment minimum	End Semester minimum	Overall passing
Theory	NIL	50% (30 out of 60 marks)	50 % in CIA and ESE together
Practical	NIL	50% (30 out of 60 marks)	50 % in CIA and ESE together
Project	NIL	50% (25 out of 50 marks)	50 % in CIA and ESE together

# Passing criteria for Diploma courses

	Continuous Assessment minimum	End Semester minimum	Overall passing
Theory	NIL	40% (24 out of 60 marks)	45 % in CIA and ESE together
Practical	NIL	50% (30 out of 60 marks)	50 % in CIA and ESE together
Project	NIL	50% (25 out of 50 marks)	50 % in CIA and ESE together



Students will be permitted to appear for their arrear papers irrespective of such arrear paper being of Odd or Even Semesters. They have to register for all the arrear papers by paying the required fees.

Course completed students who wish to appear for their arrear papers (i.e. those who appear for the examination after the completion of their course of study) have to pay a Registration fee of Rs.2500/- apart from the prescribed examination fee of Rs.1000/- per paper.

#### SPECIAL EXAMINATIONS

After publication of results of final Semester Examinations, Instant Examination will be conducted for final year students within a week time for the candidates who have only two papers as arrears in the final semester.

#### REVALUATION

If any student prefers to go for revaluation, he/she can apply for the same by remitting the revaluation fee of Rs.400/- per paper.

#### PROVISIONS FOR REVALUATIONS

- Students are entitled to apply for revaluation of answer scripts by paying prescribed fee
- Students can also get the photocopy of the answer scripts (first valuation only) by paying prescribed fee
- If the difference between the revaluation mark and the first valuation mark is more than 10 marks, then the answer sheet will be evaluated by the third examiner, which will be taken as final
- Revaluation is not permitted for laboratory course / Mini project / Project work
- To appear for Laboratory arrear examination, the student should complete minimum required experiments which will be recommended by the Head of the Department.

#### **CLASSIFICATION OF THE DEGREE AWARDED**

Following classification is made during the award of the degree

CGPA	CLASSIFICATION
First class with exemplary	CGPA of not less than 9.0 in the first appearance
First class with distinction	CGPA of not less than 7.5 but below 8.9 in the first appearance
First Class	CGPA of not less than 6.0 within the stipulated period
Second Class	CGPA below 6.0 within the stipulated period

The classification First Class – Exemplary and First Class with Distinction will be awarded only for those candidates who have passed all the subjects in the first appearance as per the scheme of examinations. Other students completing through arrear examinations will be placed either in First Class or Second Class based on their marks.



AMIBIA

#### **GENERAL INSTRUCTIONS ON EXAMINATIONS**

- Examination constitutes a very important component in any University's system and students are, therefore, advised in their own interest to abide by all the University Rules and Regulations. The University takes a very serious view of any form of examination malpractices and adequate penalty will be imposed on such students who indulge in malpractices in the examinations on the recommendations of the Committee constituted for this purpose.
- 2. Proper dress code as specified by the University must be followed and strict silence must be observed in the Examination Hall and the students are prohibited from loitering in the verandah or nearby the Examination Hall.
- Students are permitted to write University Examination only with the authorized Hall Tickets. In the event of loss of Hall tickets, duplicate hall tickets could be obtained from the Controller of Examination on a written request along with a penalty of Rs.100.
- 4. The seating arrangement for Examination of the day will be displayed in the Notice Board.
- 5. Candidates are expected to be in the Examination hall 15 minutes prior to the commencement of the examinations.
- 6. Candidates should keep their bags only in the permitted space, away from the Examination hall.
- 7. Programmable Calculator, Cell Phones and written materials are not permitted inside the Examination Hall.
- 8. While entering the Examination Hall, candidates should produce the Hall ticket and College ID card to the Hall Superintendent at the entrance of the Hall and should be seated according to the Register Number. No candidate is permitted to alter the seating arrangement without the concurrence of the Controller of Examinations.
- 9. Once, the candidates occupy their respective seats, the answer Book will be supplied to them and no additional answer sheet will be given.
- 10. The candidates are expected to take their seat at least 10 minutes before the commencement of the examination and will not be permitted to leave the Hall till the completion of the prescribed timing for the same.
- 11. No candidate shall be permitted to enter the Examination hall after 30 minutes from the commencement time of the examination.





- 12. No candidate shall be permitted to leave the Examination Hall within 45 minutes from the commencement of the Examination.
- 13. Any defects, with regard to question papers could be brought for rectification to the notice of the Controller of Examination through the Head of Department only after the completion of the examination and no enquiries/requests shall be made during examination hours with regard to question paper.
- 14. Candidates are expected to bring their own pen, pencil and scientific calculator and will not be allowed to borrow from others in the Examination Hall.
- 15. Candidates are not allowed to bring books of any kind to the Hall.
- 16. Candidates found possession of answer books of some other candidate or any book or portion of book or manuscript paper of any description or communicating or copying with each other or communicating with any person inside or outside the Examination Hall will be construed as malpractice. Impersonator will be handed over to the appropriate authorities.
- 17. No separate sheet will be provided for the rough work. All rough work shall be done at the space provided at the last page of the answer paper provided.
- 18. Candidates are forbidden to ask any questions relating to the question paper as regard to the explanation or correction or typographical error, etc.
- 19. Before submitting the answer book, the candidate must verify the correctness of the Register Number entered in the title page of the answer books, university seal and signature of Hall Superintendent.
- 20. In order to handover the answer book, the candidate should stand up until the Hall Superintendent collects the answer books from the candidates.
- 21. After handing over the answer book, the candidates should leave the examination hall immediately and shall not be loitering around the examination hall.



S.No	Nature of Malpractice	Maximum Punishment
1	The Candidates facilitating the other candidates(s) to copy from his/her answer script	
2	The candidate possessing any incriminating material(s) (whether used or not). For example - written or printed materials, bits of papers containing written information, writings on scale, calculator, handkerchief, dress, part of the body, Hall ticket etc	Invalidating the examination of the particular subject written by the candidate.  or  Invalidating all the theory examinations
3	The Candidates possessing cell phone(s)/ programmable calculator(s)/any other electronic storage device(s) and containing incriminating materials (whether used or not)	
4	The Candidate possessing the answer scripts of another candidate.	
5	The Candidate passing his/her answer script to another candidate.	Invalidating the examinations of all the theory and practical subjects of the current semester and debarred from writing in the subsequent semesters.
6	The Candidate misbehaving in the examination hall.	

The examination malpractice enquiry committee is empowered to recommend any punishment other than the above mentioned.





#### RULES AND REGULATIONS FOR THE STUDENTS

The following Rules and Regulations are to be strictly followed by all the students including the International students in order to maintain absolute discipline in the class room as well as in the campus to maintain the reputation of the UNIVERSITY.

#### IN THE CAMPUS:

- To conduct yourselves in the Campus, Hostels and in other premises of the University in a dignified and courteous manner.
- To follow decent and appropriate dressing manners in classroom and outside.
- To access all educational opportunities and benefits available at the Campus and make good use of them.
- To keep a low profile and avoid loud conversations or arguments.
- To avoid public demonstrations and other civil disturbances.
- To be studious and devoted to your objective of completion of your course, with distinction.
- To participate in all fire drill / demo of fire extinguishers.
- Do not involve in activities considered as ragging which is a criminal offence.
- Do not indulge in any conduct which leads to lowering of the esteem of the University
- Smoking is prohibited within all AMET University buildings and hostels.
- Any act within the campus that may violate or spoil the academic atmosphere in the University will not be tolerated. Students found guilty of such offences will be dismissed with immediate effect.
- Do not tamper with fire fighting equipment / alarm panels / fire hydrant hose pipe and systems, since they are provided only for safety and making damage to them will be construed as criminal offence.
- Students should be present in the class room at least five minutes prior to the starting of the class. Students coming late will not be permitted to sit in the class room.
- Students are to be present themselves with smart turnout.
- Male cadets are not permitted to wear ear rings / nose stud etc.
- During the stay at AMET University, electronic gadgets like cell phones, iPods, Walkman, etc., or any other such things are not allowed in the classrooms, library, examination halls, etc.
- Class leader is required to call the faculty if he is not present in the class on time.
- All the students are to bring their own text books, note books and other instruments as necessary for the subjects. Borrowing of any kind is not permitted.
- The Class Leaders and Cadet Captains are to maintain absolute discipline in the class room at all times even if faculty is not available for any reason.
- Proper mark of respect should be given when the faculty or other teaching staff entering the class room.
- Students are required to maintain strict audience at the time of lecture hours.





- Students are to prepare and attend all class tests without fail whenever the faculty informs them. Submission of assignments to be made on time. Failing to do so will result in imposing of penalty. Plagiarism of any kind is strictly not permitted.
- Academic performance along with general behavior reports of the students will be sent to their sponsors / parents / guardians periodically.
- Consumption of Alcohol, distributing to others, Smoking, usage of Drugs or any other
  prohibited materials in the campus or outside are to be strictly avoided. Violation of the
  above will result in dismissal with immediate effect.
- Deck and Engine Cadets are expected to attend Parade, Physical Training and Roll Calls without fail. Failure to do so will lead to punishment and fine.

## IN THE HOSTEL (Including International Students)

- Students themselves keep rooms neat and clean.
- No waste materials are to be strewn on the hostel floor. No refuse is to be thrown out of the window.
- Clothes are to be dried strictly on the clothing lines only, provided in the corridors/rooms.
- To keep hostel corridors and the bathrooms neat in hygienic condition. To keep the hostel walls free of scribbling and graffiti.
- Do not carry cooked food into the hostel. Do not host birthday parties or other celebrations inside the hostel.
- To report health problems to warden and seek immediate medical treatment.
- Consumption of Alcohol, distributing to others, Smoking, usage of Drugs or any other
  prohibited materials hostel or outside are to be strictly avoided. Violation of the above
  will result in dismissal with immediate effect.
- Do not remain in the Hostel during University hours. Entry into hostel during University hours is not permitted.
- Absentees without prior permission will be severely dealt with as per the prevailing rules.
- Do not possess or use weapons, explosives or anything that causes injury / damage to the life and limb or body of any human being or property
- Students are to maintain strict silence in the hostel premises during study hours from 8.45 p.m. to 10.15 p.m.
- Cadets are permitted to go out everyday from 1600-1830 hours for his evening hours.
- No guest/visitors are permitted to go to the hostels. They are permitted to meet at the reception only.
- For the grant of leave, all the cadets have to get a letter from parents/relatives. They
  also have to obtain the permission of Deans/HODs. Emergency leave can be granted
  by the Duty Officer.
- · Do not enter into any arguments or disobey the instructions of Duty Officers and





Wardens.

- Do not walk alone after dark and avoid unlit areas.
- Do not carry more cash than you need and stay away from strangers in any cash / banking transactions.
- Do not discuss travel plans or other personal matters with strangers.
- To pay extra attention to your surroundings especially when you are off-campus.
- To carry an identity card issued by the University when you go outside the campus.
- Students found guilty of violating the rules of the Hostel will be dismissed with immediate effect.

#### FOR THE INTERNATIONAL STUDENTS

- Do not forget to carry copies of your passport as well as a copy of the residential permit issued by the Office of the Foreigners' Registration Office.
- To respect the laws of the country as well as the Norms of the University.
- To respect the cultural and social values nurtured and followed by the people of this country.
- To respect the cultural and social values nurtured and followed by people of this country.
- Anti-social and anti-national activities, misbehavior, violence and unethical activities
  will be dealt with in accordance with State and Central Laws in force. AMET
  University will not take responsibility for any criminal acts committed inside or outside
  the campus by the international students.
- To ensure possession of IELTS Standard English minimum grade of 5.5 in each Listening, Writing, Reading, Speaking and Passport well in advance for applying visa. It is the responsibility of each cadet.
- Do not own or rent a two wheeler or four wheeler. AMET University will not approve request letter from International students seeking permission to secure driving license.
- Students should surrender their original passport and Residential permit into the custody of University - Centre for International Relations during their period of stay at AMET University.

#### **PUNISHMENT FOR FORGERY**

Students are expected to make original of their credentials available for screening during registration every session or at any time the University may require from them.

Any student who gains admission into the University with forged certificates of credentials does so at his/her own peril. Any student found to have done so, at any stage of the programme stands expelled from the college.

Any student found not to have met the college advertised entry requirements at the time of his/her admission may have his/her admission withdrawn.





#### **ACADEMIC PERFORMANCE**

Cadets/Students who do not meet the stringent Academic Standards of the University will be warned, and their parents informed.

#### **CADETS'APPEARANCE**

Male cadets: Only a short hair cut is permitted. Cadets with long hair will be dealt with on arrival. No cadet is to sport a beard during the tenure of training. (Sikh cadets are exempted). Moustache, if any, should be properly trimmed.

Female Cadets: Hair should be put up and not let loose when in uniform.

## COMMUNICATION

Only English language must be spoken in the University.

## **DISCIPLINE**

Strict discipline to be maintained at all times. Any breach of discipline will be seriously dealt with. Repeated disciplinary offences will result in imposition of fines or suspension from class or immediate dismissal from the University. Cadets/Students must show ability to dress smartly and neatly. Good hygiene and personal habits are appreciated.

#### SAFETY

Cadets/Students must observe Safety requirements at the Workshops, and during ship visits. Accidents do not happen - they are caused. Cadets must comply with University safety regulations which include the use of Safety equipment while doing practicals in Workshops.

It becomes incumbent on everyone to be safety conscious, and to take action whenever an unsafe situation is observed. Each cadet/student has responsibility to have due regard for his/her own safety and for the safety of others.

The University will not be responsible for any accident or injury that the cadet/student may sustain during the course of the training.

#### **PUNCTUALITY**

Cadets/Students are expected to be punctual to all classes and for all other course related activities.

#### **MEETING WITH PARENTS / GUARDIANS**

Periodical Meetings will be conducted for the parents / guardians with prior intimation to discuss on matters of academic/disciplinary problems of their son/ward.





### **MUSICAL GADGETS**

Cadets/Students must not use radios or cassette recorders within the University precincts in a manner which will disturb others and If complaints are received the equipment will be confisticated.

### **BREACH OF CODE**

The following acts of misconduct will result in dismissal:

Assault

Willful damage to University Property

Disobedience of lawful command

Intimidation, Coercion and/or interference with other cadets.

Gambling

If found with alcohol content of more than 0%.

#### **SWIMMING POOL**

The Swimming pool is strictly out of bounds to cadets when not accompanied by an instructor. Cadets should enter the pool only during the timings allotted for them. Strict disciplinary action will be taken against defaulters in this regard.

#### **DISCIPLINARY RULES**

All disciplinary rules will be followed very strictly. Any violation may lead to dismissal from the course of study.

#### JURISDICTION

All matters and disputes related to admission to AMET University are subject to legal jurisdiction of courts at Chennai only.

#### **SMOKING**

Smoking is prohibited within the University precincts.

#### **GAMBLING**

Gambling in any form is not permitted within the University precincts.

#### **ALCOHOL AND DRUGS**

No alcohol or drugs are permitted within the precincts of the University. Defaulters will be dismissed.

## OFFENSIVE WEAPONS

Offensive weapons must not be brought in to the University or kept in the University precincts.





## **GENERAL INFORMATION**

#### UNIFORM OF THE CADETS

- a. For PT/Games Blue T Shirts & Blue Shorts (Blue divided skirts for female students
- b. In classroom White shirts (Short-sleeved), Navy Blue trouser with Epaulettes, Black Socks, Black Shoes, Beret.
- c. Evening: After 19 00 hrs White Full Sleeved shirt, Navy Blue Trouser, Black tie, Black Socks, Peak Cap.
- d. Ceremonial White Shirt(Short Sleeved) with Epaulettes, White trouser, White belt, White socks, Black Shoes, Peak Cap.
- e. Ship visits in harbour-Bo lersuit, Helmet, Black socks, Black Working shoes.

### **LAUNDRY FACILITIES**

Laundry facilities are offered, if required. Charges are payable directly to the Laundryman. If laundry facilities are not utilized clothes may be washed in the hostel by the cadets.

#### **STATIONERY**

Cadets must have their own writing materials (Pens, pencils, erasers, colour pencils, felt pens, notebooks, geometry box, etc.) All cadets should have a Non-programmable Scientific Calculator. Cadets may bring a small lock, to lock their cupboards for added security.

Cadets will be issued drawing materials and Textbooks. They are to bring 2B pencils and soft erasers for Chart work.

#### **MEDICAL FACILITIES**

Cadets will be given normal medical attention by the University Medical Officer. Cost of any major operation or illness requiring hospitalization must be reimbursed by the cadet concerned. Sick cadets should inform the Warden and the senior cadet captain in the morning and report to the Doctor at lunch break. Cadets with chronic illness will be sent home if found medically unfit. All cadets are to be vaccinated against typhoid (TAB), Hepatitis-B, and chickenpox positively, before arrival, as directed on selection.

#### **ACCOMMODATION**

Cadets will be housed in dormitories with double bunks (one over the other). Female cadets will be provided with separate accommodation. Cadets will be provided with a table, chair, cupboard, mattress, pillow, bucket and mug. Furniture will be numbered, to fix responsibility in case of damage.





Cost of Linen torn after issue will be reimbursed by the cadets. Cadets have to make their own beds and keep the room tidy at all times. Untidy rooms will not be cleaned. Cadets will then have to do it themselves.

Cadet are not permitted to change the set layout in their hostel rooms, recreation rooms, class rooms or any other areas in the hostel vicinity. Violations will be fined.

## **SWIMMING TEST**

All cadets have to compulsorily pass the swimming test, which consists of swimming 50 meters without a life jacket.

#### SHORE LEAVE

No request for leave to go home will be entertained except on grounds of serious illness of the cadet. Absence without leave (AWOL) will be treated as breach of discipline. Cadets are not allowed to stay out of campus at night under any circumstances. Parents are not to make such requests. Shore leave is normally granted only on Sundays from 09 00 hours to 1900 hours, subject to Academic Performance and general behaviour. Shore leave will be suspended indefinitely in case of indiscipline, misconduct and substandard academic performance. Cadets are to sign out and sign in, every time they leave and re-enter the University, without exception. They must carry their Identification cards whenever they leave the University. Vehicles to pick up or drop cadets are not permitted to enter the campus.

#### PHONE CALLS

Personal Telephone calls for cadets will only be accepted IN CASE OF EMERGENCY, ONLY FROM PARENTS, at AMET, by the duty officer, to be relayed to the cadet if he is at the hostel. No other call will be accepted.

MOBILE PHONES ARE STRICTLY NOT ALLOWED IN THE UNIVERSITY.

#### CORRESPONDENCE

University Fax and e-mail facilities are not for personal use and will not be relayed to cadets except in emergency.

#### **PERSONAL EFFECTS**

The University cannot accept responsibility for any loss of, or damage to, personal effects, including clothing, within University precincts.

#### **DAMAGE TO PROPERTY**

Cadets / Students are liable to be charged for loss of, or damage to, University property or equipment, caused by their carelessness, negligence or misuse.





#### AMET CENTRE FOR IELTS

The AMET Centre for IELTS aims at enrichment of the language and providing in depth knowledge in communicative English and the fervor to appreciate the language in its originality. The course is designed for the students who come from different cultures and speak different languages. English for International Communication course helps the students with the necessary skills, knowledge and understanding of the language which enables them to use and apply English in everyday life effectively.

An intensive IELTS exam coaching is given to the students who need to continue their study in UK as part of twinning program of AMET University and South Tyneside College-UK and City of Glasgow College-UK. Since its inception, the Centre for IELTS has catered the needs of numerous International students from Angola, Nigeria, Yemen, Syria, Dubai, Iran, Djibouti, etc. The centre also takes care of the exam application forms and registration process. The students are sponsored by companies like NIMASA, (Nigeria), Sonangol Shipping Ltd (Angola), NYK Ship Management Pvt. Ltd. TEEKAY Shipping Pvt. Ltd, SONATIDE Marine Ltd. and UASC. More than 1000 international students have been trained till date at the AMET Centre for IELTS.

The IELTS preparation course enables the students to acquire valuable English skills and strategies for taking the IELTS exam that will make their experience much easier and give them a better score. IELTS tests the English language ability in the four major language skills; listening, reading, writing and speaking. The scores awarded are internationally recognized by the British Council, IDP: IELTS Australia and the University of Cambridge ESOL Examinations (Cambridge ESOL).

AMET University has been certified as an IELTS registration centre for the British Council and is also a Gold member of the British council IELTS Partnership Programme 2014/2015.

AMET Centre for IELTS also trains students on IELTS UKVI for Academic and General. IELTS is approved by the UK Government for UK Visas and Immigration (UKVI) application. It is accepted as proof of your English language ability by Universities, colleges and business organizations. Whatever your plans for life in the UK, IELTS is the test you need. IELTS is an approved Secure English Language Test. IELTS is on the UKVI list of approved Secure English Language Tests (SELT).

# ELECTRONIC DATA PROCESSING (EDP) CENTRE

Electronic Data Processing (EDP) can refer to the use of automated methods to process commercial data. Typically, this uses relatively simple, repetitive activities to process large volumes of similar information.

Role of EDP is as follows,

1. Student Application Entry, correction of address, Verification of data





- 2. Examination hall ticket preparation, Mark entry, processing
- 3. Electronic storage of certificate for verification for all courses(Short term & long term)
- 4. Archive of all confidential data for further reference
- 5. Preparation of a ID cards
- 6. Preparation of course completion certificates.
- 7. Software Maintenance
- 8. Preparing & printing data reports as per the Administration Requirement.

# INDUSTRY INSTITUTE COLLABORATIVE CELL (IICC)

The objective of the Industry Institute Collaborative Cell is to reduce the gap between industry expectations (practice) and academics so as to establish the symbiotic relationship. All the Stakeholders, namely Institutions, Industry, Students and Society stand to gain as it can be a win - win situation. Institutions stand to gain by way of up-to-date curricula, source of revenue generation by consultancy and R & D, source of manpower for employment, societal relevance, and most importantly acquisition of brand name. Industry stands to gain by way of availability of employable manpower pool, and increased productivity, faculty stand to gain by way of exposure to latest industry practices for more effective teaching, learning processes, etc... Students stand to gain by way of hands-on training, reduction of learning curve in industrial practices. Society stands to gain by way of improved quality of goods and services.

# **UNIVERSITY CENTRE FOR INTERNATIONAL RELATIONS (UCIR)**

UCIR department has been exclusively established to look after the welfare of International students studying at AMET University. The welfare activities includes but not limited to providing familiarization about safety and security procedures to be followed in and around the campus, familiarization about respective courses and academic curriculum, familiarization about national and regional culture, familiarization about AMET University code of conduct etc. UCIR is entrusted with the responsibility of securing residential permit to all the international students by carrying out the mandated immigration procedures. UCIR resolves international student's academic and non academic grievances thereby facilitating to their progress in academic and extracurricular activities. UCIR serves as a central point of communication for all correspondence with the sponsors of International students and the parents/guardians of individual students. International student's medical requirements are swiftly met through the functional network of UCIR. Precisely, UCIR operates as a single window system to cater to the entire needs of international students from the time of their initial entry to AMET University until their final exit.





# EDUCATIONAL RESOURCE MATERIAL DEVELOPMENT CELL (ERMDC)

The core purpose of Educational Resource Material Development Cell is to improve the quality of Education. The ERMDC set general objectives and standards for the Materials i.e. to teach adequately the skills required by the curriculum, to easily get use of the resources by teachers to improve instructional methods & making learning effective. The entire project is very academic with high energy levels to pursue high quality education. The Development / revision of a curriculum often results in introduction of latest technologies or practices adopted in the industries, as a new topic to which the teachers are not exposed. The learning material of the new area of technology is gathered and converted into reading or instructional materials for effective transfer of knowledge. It has been found that students sometimes find particular subject or topics, difficult to comprehend. Alternative methods of teaching i.e. transparencies, slides, workbooks, educational video cassettes, films, Questions banks, handouts are thus required for better instructional and communicable delivery. The activity of the ERMDC are being planned in a way to produce learning resource material before the reviewed / revised syllabus is implemented. The teaching aid so prepared, are given a pre-trial as per the lecture plan for the qualitative improvement of the teaching process and then evaluated to assess their transfer value, so that the students are benefited at the best accordingly.

# CENTRE FOR ENTREPRENEURSHIP DEVELOPMENT (CED)

This Centre is dedicated to create a spirit of entrepreneurship among the student community of AMET. The Centre aims to promote the concept of social entrepreneurship among students by organizing various training, orientation programs and workshops. CED encourages students to explore entrepreneurship as a career option.

# CENTRAL INSTRUMENTATION AND SERVICE CENTRE (CISC)

CISC caters the need of advanced instruments required for the various Departments and Research Centers of AMET. It also offers services for the repaired equipments. It provides testing and analytical support to students, teachers and scientists.

# CENTRE FOR CAREER DEVELOPMENT (CCD)

Centre for Career Development primarily functions as a pre-placement training centre by providing training for the students to develop required competencies, additional skills and personal development. The Center acts as a junction to establish connections and interaction among between students-alumni-industry and other organizations to generate opportunities that help students pursue their professional career.

#### E-GOVERNANCE and ICT

E-Governance is to improve efficiency and responsiveness. The E-Governance is visible administrative office (Admission, Student detail maintenance, Examination etc...) in University Record Management System (In-house Software - URMS), in the office of the







Controller of Examination, in the University Library (Integrated Library Management System), Bar code based services to student and staff, Automated Student Feedback system (about the staff), Automatic enrollment in the Placement and Training Cell, ICT based smart Class Rooms, Internet/Intranet. WiFi based e-Resources browsing, Internet labs and Audio/Video lab etc...

# **CENTRE FOR YOGA AND MEDITATION (CYM)**

Yoga and meditation are the two important aspects for a perfect body and mind. The Centre for Yoga and Meditation at AMET University is providing training for the students and staff for yoga and meditation by certified trainers. It offers a good ambience, technical support and easy accessibility for all.

# CENTRE FOR WOMEN EMPOWERMENT (CWE)

AMET University, which is unique in offering maritime courses where girl students also get trained for shipping and maritime jobs. The CWE was established with the aim of supporting and providing resources to women (Students, Staff, Research Scholars and Supporting Staff) to make them empowered, economically independent and socially active. CWE organizes various workshops, seminars, extension activities centered towards empowering women of AMET and in the society as well.

## **EQUAL OPPORTUNITY CELL**

Equal Opportunity Cell has primary role to promote equal opportunities for marginalized social groups, minorities, and physically challenged students at the University. The Cell works to create an atmosphere of Equal Opportunity through awareness generation/sensitization programmes, skill development and enhancing employability of students and also assisting in grievance redressal.

#### SC/ST CELL

It is a specialized cell created by the directions of UGC and MHRD to safeguard the rights and resolve all the affairs and problems related to the SC/ST Faculty, Staff Members and Students of the University. The Cell functions as a Grievances Redressal Cell for the grievances of SC/ST members, advising body to promote education and employment, and renders administrative and other supports for special scholarships and fellowships.

#### STUDENTS COUNCIL

The Student's council is the official body for representing students needs within the University. It is a representative structure through which students are involved in the affairs of the University both Academic and Non Academic issues and work for the benefit of the University and its students. The Students council representatives from all the departments are the link between the University students and the University administrator. The student's representatives participate several meetings, during which representatives are permitted to place their grievances. This council is governed by the Vice-Chancellor (Patron) of the University. The patron shall take all necessary steps to ensure that the council functions in accordance with its structure.





### **COUNSELING CENTRE**

The primary role of the Counseling Centre at AMET is to help students not only to overcome personal difficulties but also to develop their personal capabilities. Counseling is provided by certified psychotherapist to the needy students and guided by a Faculty in Charge. Through individualized personal counseling and psychiatric services Counseling Centre brings the best from students.

#### DAY CARE CENTRE

Having realized the fact that child care is not just the responsibility of women and families but also of Institutions, AMET has established a Day Care Centre in the campus with affordable fee for all its teaching & non teaching staff and students. The Day Care Centre is providing a conducive, educative and productive environment for children in the age group of 6 months to 4 years.

## NATIONAL KNOWLEDGE NETWORKING (NKN) PROGRAMME

National Mission for Education through Information & Communication Technology (NME-ICT) Project: As per the direction from MHRD, our University signed an MoU with BSNL for providing 1Gbps internet connectivity with media convertor through Virtual Private Network(VPN) in order to enable BSNL servers to serve NPTEL content to the University. In turn our University will be connected to National Knowledge Network shortly. This project leads to dissemination of developed e-content to all Universities for Higher Education.

## **BLOOD DONATION CLUB**

Considering the importance of blood donations our University conducted several blood donation camps at our premises. Blood bank of Lions Club of Chennai, Kilpauk Medical College and Stanley Medical College people who are more benefited. Nearly 2000 units of student's blood were donated for the public cause. The Leo Club of AMET is organizing these blood donation camps every year.

# NATIONAL SERVICE SCHEME (NSS)

The National Service Scheme (NSS) is an Indian government-sponsored public service program conducted by the Department of Youth Affairs and Sports of the Government of India. The NSS unit at AMET is committed to bring the benefit social commitment of the students and orient it towards offering service to various social setups.

### **SUYAM NPTL**

AMET University offers few certificate programs in Information Technology, Business Management, Biotechnology etc. online without any registration or course fee. The course delivery, examinations and certification will be done online.





### **GREEN CARD SYSTEM**

Under the Green Card System, Student Mentor of the Department will make entry of the month-wise class attendance and test attendance, marks obtained in the Internal Tests and University Examinations of the student along with Disciplinary action taken, etc. Parents have to attend the Parents - Teachers Meet before the end of every semester and sign in the Green Card as an acknowledgment that he/she got all details about his son/daughter. Students will not be issued Hall Tickets for the University Semester Examinations unless his /her parents attend Parents - Teachers Meet and sign in the Green Card.

## **GREEN BOX SYSTEM**

Under "Green Box System" students can very well put their letters of Grievances in the Green Box, which is available in the lounge of the University Entrance. Vice- Chancellor attends those grievances on daily basis and redress the grievances of any nature.

### STUDENTS SAFETY INSURANCE

All the students of the University will be given Accidental Safety Insurance Coverage. If any of those students meet out any accident, Insurance Company will meet out the hospitalization expenses and if there will be any casualty, compensation amount also will be paid.

#### **EARN WHILE YOU LEARN**

Under "Earn While you Learn" programme, Meritorious and Economically backward students of the University will be allowed to work in the Library, Canteen, Computer and other Laboratories during leisure hours. Those students will be paid honorarium on hourly basis.

# **DIRECTORATE OF STUDENT AFFAIRS (DSA)**

Directorate of Student Affairs looks after the welfare of students by linking various requests and grievances of students with the suitable Offices at AMET University. Thus, it is a centralized facility to cater various needs and supports of students. Students may approach DSA for all their non academic supports and grievances.

#### **ECO CLUB**

ECOCLUB is a student association which creates awareness among the students and general public about the environmental safety and conservation, energy consciousness, and ecofriendly approaches etc. It frequently involves in organizing coastal cleanup programs, awareness programs on environmental issues, tree planting, green audits etc.





#### **PEACE CLUB**

It is a joint initiative of AMET University with Universal Peace Federation, Japan since 2014. The Peace Club functions with the aim of spreading peace and family welfare among people all over the world. It organizes events to bring harmony and hail humanity among world citizens.

#### **CULTURAL CLUB**

AMET Cultural Club is functioning to identify the talents of the students in Music, Drama and other cultural capabilities, and providing training by making use of outside experts. Required equipments are also being provided to enrich their performance. Students are performing the fine arts programmes during the student's annual cultural events and on many occasions. Very often students are participating in the National and International cultural.

#### **LEO CLUB**

The objective of Leo Club is to provide the youth of the world (with) an opportunity for contributing to the society. Leo Club encourages youth to develop leadership qualities by participating in social service activities. Leo Club members are addressed as "Leos". They conduct various projects in the field of health care, for - elders, children, differently abled and on literacy and education, and for self-development. Leos can raise funds by conducting fund-raising projects. Leo Clubs are sponsored by Lions clubs and comprise an official program of the Lions clubs international. The LEO CLUB of AMET is sponsored by LIONS CLUB of THIRUVANMIYUR.

#### "VIDHYARTHRI PATRIKA"-STUDENT MAGAZINE

Vidhyarthi Patrika is a student in house magazine which is being run by the students and for the students. Vidhyarthi Patrika forms a wonderful platform for enhancing the creativity among the students from various culture and lands. Articles are published in almost 7 languages.

## STUDENT SCHOLARSHIPS

AMET University has established scholarships for meritorious, differently abled and financially/socially backward students of AMET. The information on scholarship from Government Departments and Other organizations for various categories of students can be obtained from Directorate of Student Affairs/Assistant Registrar-Academics.

#### **PAYMENT GATEWAY INTERFACE & ATM**

A Payment gateway is an e-commerce application service provider that authorizes credit card/ debit card for payments. A Student can make his financial transition with the





University on the website using IOB and ICICI Bank payment gateway by clicking on the 'Pay' or equivalent button, after keying in their personal details/type of card and the reasons for the payments. The entire Process typically take 2-3 seconds. Once the payment is made it goes to the merchant account to AMET University. ICICI Payment Gateway allows Visa /Master Card of any banks Credit Card/ Debit and can be used for student fees payment or Application Form download. There are ATM's of IOB and Corporate Bank inside the University campus.

#### **AMET BAND**

AMET BAND primarily called the Marine Marshall comprises of 35 Musicians and 30 Trainee Musicians and a Band Major who leads the Band.

The Band is divided in to three sections namely the wood wing, the brass and the percussion. They are required to perform for various functions held at AMET i.e Morning parades, color ceremonies, sunset, VIP visits, passing out parades, National day celebrations, Inaugural functions etc. The cadets are selected from day one of journey AMET and undergo a selection process to join the Band. They are trained systematically through regular classes comprising of theory and practical in western music to perform with military standard. They play some popular tunes like colonel Boogey on parade, Anchors aweigh, General Carriappa, Sare Jahan Se Achea, National Anthem etc.. Thier performance is often appreciated by the International and National guests visiting AMET. On completion of these courses, the Band has a passing function exclusively celebrated by Band Department presided by the Vice-Chancellor and HOD's to honour the Band cadets for their untiring work and valuable contribution they are presented with a memento and a certificate of appreciation.

#### **ESTATE OFFICE**

The Estate Office is responsible for the general estate management of the University's land and property. It undertakes creation, maintenance and service of all sorts of infrastructures at AMET University under the headship of an Estate Officer.

## **AMET ALUMNI ASSOCIATION**

Former students of AMET University who had been on the rolls of the University are eligible for membership of the Association. The objective of the Association is to maintain among the members an active interest in the welfare of their Alma Mater. Students leaving the University after completion of their courses are requested to become members. They are requested to register their names through the Alumni Website www.ametuniv.ac.in/alumni. Registration Fee of Rs.1000/to be paid by Alumnus to become a member.

Benefits to be extended to the Members are as follows,

• Fee concession of 20% for pursuing higher degree courses in the University both





in regular and on-line mode.

- Fee concession of 15% also for their son / daughter seeking admissions in the AMET University.
- Can avail 2 days free accommodation in the University Guest House for specific purposes.
- Shall be provided with University Journals at free of cost
- Shall be invited to deliver special lectures on selected topics to the present students
- Shall be invited to the annual Alumni Association Meet

# **List of Office Bearers of AMET Alumni Association**

Chief Patron : Dr.J.Ramachandran, Chancellor, AMET University

Patron : Col.Dr.G.Thiruvasagam, Vice-Chancellor, AMET University

Faculty Coordinator: Prof. Bhoopathy Bhaskaran, Professor, Marine Engg.

S. No	Names	Course /Batch	Passed out year	Position	Tel. No	Email ID
1	Mrs.V.Sangeetha Albin	MBA	2007	Working President	9962603081	sangeetha.amet @gmail.com
2	Mr.Piyush Jain	HND-ME – 1st	1994	Vice- President	9818903850	mrpiyushjain @rediffmail.com
3	Mr.G.Senthil Kumar	BE-ME – 2 <sup>nd</sup>	2006	Vice- President	9789837617	senthilkumar_0208 @yahoo.co.in
4	Mr.Gautam Kumar	B.ScNS- 7th	2011	Vice- President	9600124690	goutham8191 @gmail.com
5	Mr.Vidyuth Narayanan	B.ScNS – 3rd	2007	General Secretary	9952034805	vidyuthnarayan159 @hotmail.com
6	Mr.Leo Prabhu	МВА	2007	Treasurer	9500037105	leoprabhu.net@ gmail.com
7	Mr.Varun Asthana	BE-PE — 1 <sup>st</sup>	2012	Secretary	8608745854	varunasthana89@ yahoo.com
8	Mr.Manobiraman	BE-NA – 3 <sup>rd</sup>	2013	Secretary	7200256504	manobhiraman@ gmail.com

