



HINDUSTHAN INSTITUTE OF TECHNOLOGY

An Autonomous Institution
(Approved by AICTE, New Delhi, Affiliated to Anna University, Chennai, Accredited with "A" Grade by NAAC)
Valley Campus, Pollachi Main Road, Coimbatore 641 032.



OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.: HiTech / CoE / Examination Committee / 2024 – 25 / 06

14.05.2025

CIRCULAR

The 33rd meeting of Examination Committee members will be conducted on 15.05.2025 by 11.00 AM at the board room. All the Examination Committee members are requested to attend the meeting without fail.

Agenda:

- Conduct of valuation for End Semester theory examinations Apr/May 2025
- Malpractice
- Provisional and Degree certificate
- Any others

Copy to:

1. All Members of Examination Committee.
2. File.



C.N.S.
Chairman
14.5.25
Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.



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OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on
15.05.2025

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	C.N. 15.5.25
The Convener & Member Secretary		
Dr P.M.Balasubramaniam	Controller of Examinations	P.M.B.
Members		
Dr B Paulchamy	Head of the Department/ ECE	B.P.
Dr S Jeyabharathi	Professor & HoD/S&H	S.J.
Dr R.T.Subhalakshmi	Associate Professor/ CSE	R.T.S.
Mr.S Sivasubramanian	Deputy Controller of Examinations	S.S.
Mr. S Udhayakumar	Deputy Controller of Examinations	S.U. 15/5/24
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	S.S.



OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 15.05.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 06

Time : 11.00 AM.

The following points were discussed in the meeting.

General points discussed and approved by the Examination Committee

Agenda 4: Conduct of valuation for End Semester theory examinations Apr/May 2025.

- The Committee decided to conduct the valuation of answer scripts for the end semester theory examinations in different phases and to pass the results within 15 days from last date of examinations. The committee agreed to have the respective department's heads as the board chairman for valuation.

Agenda 2: Malpractice Enquiry.

- It is decided to have an enquiry committee to conduct detailed enquiry about the involvement of students in malpractice during the Apr/May 2025 examinations conducted for higher semesters. The committee decided to have enquiry team headed by Dr.P.Jayachitra, Professor/ S&H, Mrs.P.Jeevitha, AP/CSE, Mr.Dixon Jim Joshph, AP/Mech on 20.05.2025

Agenda 3: Provisional and Degree certificate

- The committee insisted the CoE to make necessary arrangements to submit the required documents for the issue of provisional and degree certificate for the graduate of APR/MAY 2025 to enable the students to pursue their higher studies in aboard.



C.Natarajan
Chairman 15.5.25

Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.

OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.: HiTech / CoE / Examination Committee / 2024 – 25 / 05

02.04.2025

CIRCULAR

The 32nd meeting of Examination Committee members will be conducted on 03.04.2025 by 11.00 AM at the board room. All the Examination Committee members are requested to attend the meeting without fail.

Agenda:

- Conduction a Continuous assessment test II
- Valuation of Answer sheet and Mark entry
- End semester examinations
- Any others

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Chairman
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on 03.04.2025

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	C.N. 3.4.25
The Convener & Member Secretary		
Dr P.M.Balasubramaniam	Controller of Examinations	P.M.B.
Members		
Dr B Paulchamy	Head of the Department/ ECE	B.P.
Dr S Jeyabharathi	Professor & HoD/S&H	S.J.
Dr R.T.Shubalakshmi	Associate Professor/ CSE	R.T.S.
Mr.S Sivasubramanian	Deputy Controller of Examinations	S.S.
Mr. S Udhayakumar	Deputy Controller of Examinations	S.U. 3/4/25
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	S.S.



OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 03.04.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 05

Time : 11.00 AM.

The following points were discussed in the meeting.

General points discussed and approved by the Examination Committee

Agenda 1: To conduct the Continuous assessment test II

- As per the academic calendar and discussion made by members are decided to conduct the Continuous assessment test I as follows

S.No	Year /Sem	Commencement of CIA II
1	IV year /VIII sem	11.04.2025
2	III year /VI sem	29.04.2025
3	II year /IV sem	29.04.2025

Agenda 2: To discuss about the Evaluation of Answer sheets of CIA II

- All faculty members are instructed to evaluate the CIA–II examination answer scripts only in the Controller of Examinations (CoE) Office. The marks for the test shall be entered within seven days from the completion of the examinations.

Agenda 3: To discuss about the tentative end semester practical examination and Theory exam

- The End Semester Practical Examinations will commence from 15.04.2025 for IV Year students and from 09.05.2025 for II and III year students.
- End semester theory exams will commence from 23.04.2025 for IV Year students and from 20.05.2025 for II and III year students.
- The meeting came to end at 12.30 PM.



Chairman
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.: HiTech / CoE / Examination Committee / 2024 – 25 / 04

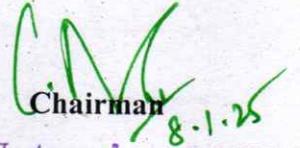
08.01.2025

CIRCULAR

The thirty first meeting of Examination Committee members will be conducted on 09.01.2025 by 11.00 AM at the board room. All the Examination Committee members are requested to attend the meeting without fail.

Agenda:

- Reopening
- Details of Academic schedule
- Conduction a Continuous assessment test I
- Any others


Chairman 8.1.25

Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore.- 641 032.

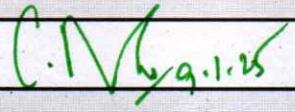
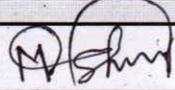
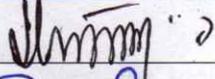
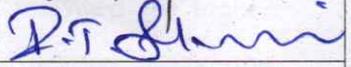
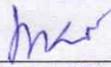
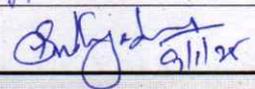
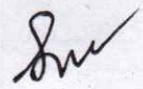
Copy to:

1. All Members of Examination Committee.
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on
09.01.2025

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	
The Convener & Member Secretary		
Dr P.M.Balasubramaniam	Controller of Examinations	
Members		
Dr B Paulchamy	Head of the Department/ ECE	
Dr S Jeyabharathi	Professor & HoD/S&H	
Dr R.T.Subhalakshmi	Associate Professor/ CSE	
Mr.S Sivasubramanian	Deputy Controller of Examinations	
Mr. S Udhayakumar	Deputy Controller of Examinations	
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 09.01.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 04

Time : 11.00 AM.

The following points were discussed in the meeting.

General points discussed and approved by the Examination Committee

Agenda 1: Re opening for 2024-2025 Even semesters

- As per the discussions, the Even Semester 2024–2025 classes will reopen on 20.01.2025 for III & II Year students and all students are instructed to report to their respective departments on the scheduled dates as per the academic timetable.

Agenda 2: To discuss about the Academic schedule

- The committee discussed about the academic schedule to be followed for higher semester in the Academic year 2024 – 2025 even semester. It is decided to have the tentative schedule as mentioned below.

Particulars	UG/PG IV Semesters	UG VI Semesters	UG VIII Semesters
Reopening	20.01.2025	20.01.2025	16.12.2024
Continuous Internal Assessment I	08.03.2025 to 14.03.2025	08.03.2025 to 14.03.2025	06.02.2025 to 07.02.2025
Continuous Internal Assessment II	29.04.2025 to 07.05.2025	29.04.2025 to 07.05.2025	11.04.2025 to 12.04.2025
End semester Practical Exam Slot	09.05.2025 to 15.05.2025	09.05.2025 to 15.05.2025	15.04.2025 to 17.04.2025
Last working day	16.05.2025	16.05.2025	17.04.2025
End semester Examination for UG starts on	20.05.2025	20.05.2025	23.04.2025

Agenda 3: To conduct the Continuous assessment test I

As per the academic calendar and discussion made by members are decided to conduct the Continuous assessment test I as follows



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S.No	Year /Sem	Commencement of CIA I
1	IV / VIII	06.02.2025 to 07.02.2025
2	III / VI	08.03.2025 to 14.03.2025
3	II/IV	08.03.2025 to 14.03.2025

The meeting came to end at 12.30 PM.


Chairman

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.: HiTech / CoE / Examination Committee / 2024 – 25 / 03

26.12.2024

CIRCULAR

The Thirtieth meeting of Examination Committee members will be conducted on 27.12.2024 by 11.00 AM at the board room. All the Examination Committee members are requested to attend the meeting without fail.

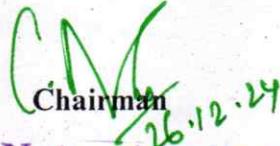
Agenda:

- Conduct of valuation for End Semester theory examinations Nov/ Dec 2024
- Malpractice
- Provisional and Degree certificate
- Any others

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Chairman
26.12.24
Dr. C. Natarajan, ME.Ph.D.
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on
27.12.2024

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	C.Natarajan 27.12.24
The Convener & Member Secretary		
Dr S R Rajabalayanan	Controller of Examinations	S.Rajabalayanan
Members		
Dr B Paulchamy	Head of the Department/ ECE	B.Paulchamy
Dr S Jeyabharathi	Professor & HoD/S&H	S.Jeyabharathi
Dr R.T.Subhalakshmi	Associate Professor/ CSE	R.T.Subhalakshmi
Mr.S Sivasubramanian	Deputy Controller of Examinations	S.Sivasubramanian
Mr. S Udhayakumar	Deputy Controller of Examinations	S.Udhayakumar 27/12/24
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	S.Sundaram





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 27.12.2024

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 03

Time : 11.00 AM.

The following points were discussed in the meeting.

General points discussed and approved by the Examination Committee

Agenda 1: Conduct of valuation for End Semester theory examinations Nov/Dec 2024

- The Committee decided to conduct the valuation of answer scripts for the end semester theory examinations in different phases and to pass the results within 15 days from last date of examinations. The committee agreed to have the respective department's heads as the board chairman for valuation.

Agenda 2: Malpractice Enquiry.

- It is decided to have an enquiry committee to conduct detailed enquiry about the involvement of students in malpractice during the Nov/Dec 2024 examinations conducted for higher semesters. The committee has been constituted to conduct an enquiry on 24.12.2024, headed by Dr. M. Duraipandian, HoD/IT, with Mr. V. Ganasen, AP/AERO, and Dr. D. Prakash, S&H, as members of the enquiry team.

Agenda 3: Provisional and Degree certificate

- The committee insisted the CoE to make necessary arrangements to submit the required documents for the issue of provisional and degree certificate for the graduate of NOV/DEC 2024 to enable the students to pursue their higher studies in aboard.

The meeting came to end at 12.30 PM.




Chairman
27.12.24
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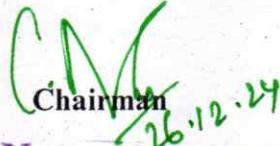
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The Convener & Member Secretary		
Dr S R Rajabalayanan	Controller of Examinations	S.Rajabalayanan
Members		
Dr B Paulchamy	Head of the Department/ ECE	B.Paulchamy
Dr S Jeyabharathi	Professor & HoD/S&H	S.Jeyabharathi
Dr R.T.Subhalakshmi	Associate Professor/ CSE	R.T.Subhalakshmi
Mr.S Sivasubramanian	Deputy Controller of Examinations	S.Sivasubramanian
Mr. S Udhayakumar	Deputy Controller of Examinations	S.Udhayakumar 27/12/24
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	S.Sundaram





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

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MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 03

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General points discussed and approved by the Examination Committee

Agenda 1: Conduct of valuation for End Semester theory examinations Nov/Dec 2024

- The Committee decided to conduct the valuation of answer scripts for the end semester theory examinations in different phases and to pass the results within 15 days from last date of examinations. The committee agreed to have the respective department's heads as the board chairman for valuation.

Agenda 2: Malpractice Enquiry.

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Agenda 3: Provisional and Degree certificate

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Chairman
27.12.24

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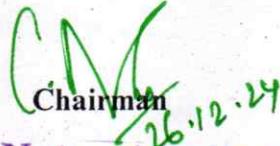
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Chairman
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Dr S R Rajabalayanan	Controller of Examinations	S.Rajabalayanan
Members		
Dr B Paulchamy	Head of the Department/ ECE	B.Paulchamy
Dr S Jeyabharathi	Professor & HoD/S&H	S.Jeyabharathi
Dr R.T.Subhalakshmi	Associate Professor/ CSE	R.T.Subhalakshmi
Mr.S Sivasubramanian	Deputy Controller of Examinations	S.Sivasubramanian
Mr. S Udhayakumar	Deputy Controller of Examinations	S.Udhayakumar 27/12/24
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Agenda 3: Provisional and Degree certificate

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27.12.24

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OFFICE OF THE CONTROLLER OF EXAMINATIONS

08.10.2024

Ref.: HiTech / CoE / Examination Committee / 2024 – 25 / 02

CIRCULAR

The twenty ninth meeting of Examination Committee members will be conducted on 09.10.2024 by 11.00 AM at the board room. All the Examination Committee members are requested to attend the meeting without fail.

Agenda:

- Conduction of Internal Test II for I & II Year
- Evaluation of Answer sheets of CIA II & Assessment Mark Entry
- Discussion of end semester examination schedule
- Last Working Day
- Reopen

Copy to:

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Chairman
8.10.24

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The Chairman		
Dr C Natarajan	Principal	C.N. 9.10.24
The Convener & Member Secretary		
Dr S R Rajabalayanan	Controller of Examinations	[Signature]
Members		
Dr B Paulchamy	Head of the Department/ ECE	[Signature]
Dr S Jeyabharathi	Professor & HoD/S&H	[Signature]
Dr R.T.Subhalakshmi	Associate Professor/ CSE	[Signature]
Mr.S Sivasubramanian	Deputy Controller of Examinations	[Signature]
Mr. S Udhayakumar	Deputy Controller of Examinations	[Signature]
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	[Signature]





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 09.10.2024

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 02

Time : 11.00 AM.

The following points were discussed in the meeting.

General points discussed and approved by the Examination Committee

Agenda 1: To discuss about the Conduction of Internal Test II for I & II Year

- The committee discussed about the conduction of CIA II for I year and II year student's in the Academic year 2024 – 2025 ODD semester. It is decided to have the tentative schedule as mentioned below.

S.No	Year / Sem	CIA II
1	IV Year / VII Sem	14.10.2024 to 23.10.2024
2	III Year / V Sem	08.11.2024 to 14.11.2024
3	II Year / III Sem	08.11.2024 to 14.11.2024

Agenda 2: To discuss about the Evaluation of Answer sheets of CIA II

- All faculty members are instructed to evaluate the CIA-II examination answer scripts only in the Controller of Examinations (CoE) Office. The marks for the test shall be entered within seven days from the completion of the examinations.

Agenda 3: To discuss the end semester examination Tentative schedule

- The End Semester Examinations are scheduled to commence on 04.11.2024 for Final year students
- The End Semester Examinations are scheduled to commence on 02.12.2024 for second year & Third year students



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Agenda 4: To discuss the last working day for 2024-2025 odd semester

- As per the academic calendar, the last working day will be 23.11.2024 for II & III Year students and 04.11.2024 for IV Year students.

Agenda 5: Re opening for 2024-2025 Even semesters

- As per the discussions, the 2024-2025 Even Semester classes will reopen on 20.01.2025 for III & II Year students and on 16.12.2024 for IV Year students and all students are instructed to report to their respective departments on the scheduled dates as per the academic timetable.

The meeting came to end at 12.30 PM.


Chairman

Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Ref.: HiTech / CoE / Examination Committee / 2024 – 25 / 01

20.06.2024

CIRCULAR

The twenty eight meeting of Examination Committee members will be conducted on 21.06.2024 by 11.00 AM at the board room. All the Examination Committee members are requested to attend the meeting without fail.

Agenda:

- Reopen
- Conduction of Internal Test I for I & II Year
- Evaluation of Answer sheets of CIA I & Assessment Mark Entry
- Any others

Copy to:

1. All Members of Examination Committee.
2. File.


Chairman
20.6.24

Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on
21.06.2024

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	
The Convener & Member Secretary		
Dr S R Rajabalayanan	Controller of Examinations	
Members		
Dr B Paulchamy	Head of the Department/ ECE	
Dr S Jeyabharathi	Professor & HoD/S&H	
Dr R.T.Subhalakshmi	Associate Professor/ CSE	
Mr.S Sivasubramanian	Deputy Controller of Examinations	
Mr. S Udhayakumar	Deputy Controller of Examinations	
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 21.06.2024

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2024 – 25 / 01

Time : 11.00 AM.

The following points were discussed in the meeting.

General points discussed and approved by the Examination Committee

Agenda 1: Re opening for 2024-2025 odd semesters

- As per the discussions, the Odd Semester in 2023–2024 classes will reopen on 24.06.2024 for IV Year students and on 24.07.2024 for II & III Year students and all students are instructed to report to their respective departments on the scheduled dates as per the academic timetable.

Agenda 2: To discuss about the Academic schedule

- The committee discussed about the academic schedule to be followed for higher semester in the Academic year 2024 – 2025 odd semester. It is decided to have the tentative schedule as mentioned below.

Particulars	UG/PG III Semesters	UG V Semesters	UG VII Semesters
Reopening	27.07.2024	27.07.2024	24.06.2024
Continuous Internal Assessment I	11.09.2024 to 18.09.2024	11.09.2024 to 18.09.2024	12.08.2024 to 22.08.2024
Continuous Internal Assessment II	08.11.2024 to 14.11.2024	08.11.2024 to 14.11.2024	14.10.2024 to 23.10.2024
End semester Practical Exam Slot	15.11.2024 to 22.11.2024	15.11.2024 to 22.11.2024	03.10.2024 to 10.10.2024
Last working day	23.11.2024	23.11.2024	17.10.2024
End semester Examination for UG starts on	02.12.2024	02.12.2024	04.11.2024





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Agenda 3: To conduct the Continuous assessment test I

As per the academic calendar and discussion made by members are decided to conduct the Continuous assessment test I as follows

S.No	Year /Sem	Commencement of CIA I
1	IV / VIII	12.08.2024 to 22.08.2024
2	III / VI	11.09.2024 to 18.09.2024
3	II/IV	11.09.2024 to 18.09.2024

The meeting came to end at 12.30 PM.



C.N.G.
Chairman

Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.