



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 / 2025 – 26 / 03

29.10.2025

CIRCULAR

The 36th meeting of Examination Committee members will be conducted on 30.10.2025 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 Nov/ Dec 2025
- Malpractice
- Provisional and Degree certificate
- Any others

C.N.
Chairman 29.10.25

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

Copy to:

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





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on 30.10.2025

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	<i>C.N. 30.10.25</i>
The Convener & Member Secretary		
Dr R Thirumalai	Controller of Examinations	<i>RT</i>
Members		
Dr B Paulchamy	Head of the Department/ ECE	<i>BP</i>
Dr S Jeyabharathi	Professor & HoD/S&H	<i>S.J.</i>
Dr R.T.Subhalakshmi	Associate Professor/ CSE	<i>R.T. Subhalakshmi</i>
Mr.S Sivasubramanian	Deputy Controller of Examinations	<i>MS</i>
Mr. S Udhayakumar	Deputy Controller of Examinations	<i>S. Udhayakumar 30/10/25</i>
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	<i>SS</i>



OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 30.10.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2025 – 26 / 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 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 Nov/Dec 2025 examinations conducted for higher semesters. The committee has been constituted to conduct an enquiry on 24.12.2024, headed by Dr.S.Jeyabharathi, HoD/S&H, with Mr. V. Ganasen, AP/AERO, and Mr. M.Viswanath, ASP/Mech, as members of the enquiry team on 31.12.2025

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 NOV/DEC 2025 to enable the students to pursue their higher studies in aboard.

The meeting came to end at 12.30 PM.




Chairman
30.10.25
Dr. C. Natarajan, ME.Ph.D.,
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OFFICE OF THE CONTROLLER OF EXAMINATIONS

08.10.2025

Ref.: HiTech / CoE / Examination Committee / 2025 – 26 / 02

CIRCULAR

The 35th meeting of Examination Committee members will be conducted on 09.10.2025 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:

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




Chairman 8.10.25
Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
Hindusthan Institute of Technology
Coimbatore - 641 032.

OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on 09.10.2025

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	<i>C. Natarajan</i> 9.10.25
The Convener & Member Secretary		
Dr R. Thirumalai	Controller of Examinations	<i>R. Thirumalai</i>
Members		
Dr B Paulchamy	Head of the Department/ ECE	<i>B. Paulchamy</i>
Dr S Jeyabharathi	Professor & HoD/S&H	<i>S. Jeyabharathi</i>
Dr R.T. Subhalakshmi	Associate Professor/ CSE	<i>R.T. Subhalakshmi</i>
Mr. S Sivasubramanian	Deputy Controller of Examinations	<i>S. Sivasubramanian</i>
Mr. S Udhayakumar	Deputy Controller of Examinations	<i>S. Udhayakumar</i> 9.10.25
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	<i>S. Saravana Sundaram</i>





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 09.10.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2025 – 26 / 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	23.10.2025 to 30.10.2025
2	III Year / V Sem	23.10.2025 to 30.10.2025
3	II Year / III Sem	07.11.2025 to 13.11.2025

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 the end semester examination Tentative schedule

- The End Semester Examinations are scheduled to commence on 11.11.2025 for Final and Third year students
- The End Semester Examinations are scheduled to commence on 26.11.2025 for second year students

Agenda 4: To discuss the last working day for 2025-2026 odd semester

- As per the academic calendar, the last working day will be 31.10.2025 for IV Year & III Year students and 14.11.2025 for II Year students.



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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Agenda 5: Re opening for 2025-2026 Even semesters

- As per the discussions, the Even Semester classes for the academic year 2025–2026 will reopen as follows:
10.12.2025 – III & IV Year students
02.01.2026 – II Year students
05.01.2026 – I Year students
- 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.



CM
Chairman

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

Ref.: HiTech / CoE / Examination Committee / 2025 – 26 / 01

18.06.2025

CIRCULAR

The 34th meeting of Examination Committee members will be conducted on 20.06.2025 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.

CME
Chairman
18.6.25

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



OFFICE OF THE CONTROLLER OF EXAMINATIONS

The following members are attending the Examination Committee meeting held on
21.06.2025

Name of the Member	Designation	Signature
The Chairman		
Dr C Natarajan	Principal	C.N. 21.6.25
The Convener & Member Secretary		
Dr R. Thirumalai	Controller of Examinations	RT
Members		
Dr B Paulchamy	Head of the Department/ ECE	BP
Dr S Jeyabharathi	Professor & HoD/S&H	SJ
Dr R.T. Subhalakshmi	Associate Professor/ CSE	RT
Mr. S Sivasubramanian	Deputy Controller of Examinations	SS
Mr. S Udhayakumar	Deputy Controller of Examinations	SU 21/6/25
External Member		
Dr Saravana Sundaram	Professor & HoD Hindusthan College of Engineering & Technology	SS





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OFFICE OF THE CONTROLLER OF EXAMINATIONS

Date: 20.06.2025

MINUTES OF THE EXAMINATION COMMITTEE MEETING

No.: HiTech / CoE / Examination Committee / 2025 – 26 / 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 2025-2026 odd semesters

- As per the discussions, the Odd Semester in 2025-2026 classes will reopen on 23.06.2025 for IV Year and III Year students. For II Year students 09.07.2025 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	09.07.2025	23.06.2025	23.06.2025
Continuous Internal Assessment I	08.09.2025 to 13.09.2025	18.08.2025 to 26.08.2025	18.08.2025 to 26.08.2025
Continuous Internal Assessment II	07.11.2025 to 13.11.2025	23.10.2025 to 30.10.2025	23.10.2025 to 30.10.2025
End semester Practical Exam Slot	17.11.2025 to 22.11.2025	03.11.2025 to 08.11.2025	03.11.2025 to 08.11.2025
Last working day	14.11.2025	31.10.2025	31.10.2025
End semester Examination for UG starts on	26.11.2025	11.11.2025	11.11.2025



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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 / VII	18.08.2025 to 26.08.2025
2	III / V	18.08.2025 to 26.08.2025
3	II/III	08.09.2025 to 13.09.2025

The meeting came to end at 12.30 PM.




Chairman

Dr. C. Natarajan, ME.Ph.D.,
PRINCIPAL
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