Sub: Certain clarifications regarding Special Elective Courses – Reg.

I like to draw your kind attention in respect of Special Elective Courses undertaken by the research scholars in Anna University and erstwhile Anna University of Technology at Coimbatore, Tiruchirappalli, Madurai and Tirunelveli. The following points may kindly be observed in respect of Special Elective courses from November/December 2013 examinations onwards.

1. If any course, specific to the area of research approved in the Board of Study of the concerned Faculty and Academic Council or PG electives not regularly offered, when it is attended by less than 5 research scholars without regular PG students shall be considered as Special Elective.

2. Special Electives must be recommended by the Doctoral Committee / Monitoring Committee only and the office of the Director (Research) need not be contacted for such approval.

3. The registration of the course works including Special Electives for the Ph.D./M.S./M.Tech.(By Research) scholars shall be initiated at the beginning of the semester itself on the web portal of the office of the Controller of Examinations.

4. Provision shall be made to enter the assessment marks of the Special Electives periodically by the course instructor and the same shall be used as internal assessment marks for the publication of results.
5. The examination for the special electives shall be conducted by the office of the Controller of the Examinations.

6. A common venue shall be fixed in such cases and shall be informed to the scholars.

7. The date of examinations shall be announced by the office of the Controller of Examinations well in advance.

8. The month of examination shall be normally January and July of every year.

9. The question paper shall be normally prepared by the office of the Controller of Examinations.

10. Examiner for valuation shall be appointed by the Controller of Examinations.

11. The grade sheets/mark sheets for the course works shall be issued by the office of the Controller of examinations from November/December 2013 examination onwards.

12. For the results of Special Elective Courses, office of the Director (Research) need not be contacted.

Sd/-

DIRECTOR (RESEARCH)