SATHYABAMA

INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

(Established under Section 3 of the UGC Act, 1956)
Accredited with 'A' Grade by NAAC / Approved by AICTE
Rajiv Gandhi Road,Jeppiaar Nagar Chennai – 600 119, Tamilnadu. India.

ADMISSION POLICY & PROCEDURES – 2020

1. PREAMBLE

Sathyabama is a prestigious institution which excels in the fields of Engineering, Science and Technology for more than three successful decades. It offers multi-disciplinary academic programmes in various fields of Engineering, Science, Technology, law, Dental Science, Pharmacy, Nursing, Management, Arts and Science and Allied Health Sciences. It is established under Sec.3 of UGC Act, 1956 and is been Accredited with 'A' Grade by the National Accreditation and Assessment council. The Institution persistently seeks and adopts innovative methods to improve the quality of higher education and is responsive to the changes taking place in the field of education on a global scale. The Institution has a team of dynamic and outstanding faculty, innovative pedagogical practices, state of the art infrastructure and world class Research Facilities. This glorious Institution is functioning under the dynamic leadership of Dr. Mariazeena Johnson, Chancellor and Dr. Marie Johnson, President.

1.1 Vision

We envision to be an Effective and Competent Source of Technical manpower for the current and future Industrial requirements.

1.2 Mission

- Undertaking Research and Development Activities in Emerging Thrust Areas
- Introducing New Manpower Innovative Courses based on the Industry and Societal Demands
- Collaborating with National, International Institutes, Research and Development Organization and Industries
- Serving the Community at Large

2. ADMISSION POLICY

This policy aims at providing procedures and guidelines with respect to the Admission process of Sathyabama Institute of Science and Technology, Jeppiaar Nagar, Rajiv Gandhi Salai, Chennai 600 119. The Policy framework refers to the admission to the various Under Graduate, Post Graduate and Research Programs offered by the Institution. This framework comprises of basic rules with respect to admissions and any modification in this policy should be brought by an amendment with due approval from the Board of Management. This policy framework supersedes the earlier policy framework and comes into practice after the due approval from the Board of Management.

3. NOMENCLATURE

- The total Programs offered by the Institution are divided into three categories. They are Under Graduate (UG) Programs, Post Graduate (PG) Programs and Research Programs.
- Under UG Programs the following programs are offered
  - (i) Engineering / Technology / Design
  - (ii) Bachelor of Architecture
  - (iii) Bachelor of Dental Surgery
  - (iv) Law Programs
  - (v) Pharmacy (Including Diploma Course)
  - (vi) Nursing
  - (vii) Arts, Commerce, Humanities and Science
- Under PG Programs the following Programs are offered
  - (i) Engineering / Technology
  - (ii) Master of Architecture
  - (iii) Master of Business Administration
  - (iv) Dental Surgery
  - (v) Arts, Commerce, Humanities and Science
- Research Program
  - (i) Doctor of Philosophy (Ph.D.)

4. ELIGIBILITY CRITERIA FOR ADMISSION

4.1 Eligibility Criteria for Admission to Under Graduate Engineering / Technology Programs:

1. B.E. - Aeronautical Engineering
2. B.E. - Automobile Engineering
3. B.E. - Civil Engineering
4. B.E. - Computer Science and Engineering
5. B.E. - Computer Science and Engineering with specialization in Artificial Intelligence
6. B.E. - Computer Science and Engineering with specialization in Data Science
7. B.E. - Computer Science and Engineering with specialization in Internet of Things
8. B.E. - Electrical and Electronics Engineering
9. B.E. - Electronics and Communication Engineering
10. B.E. - Electronics and Instrumentation Engineering
11. B.E. - Mechatronics
12. B.E. - Mechanical Engineering
13. B.Tech. - Biotechnology
14. B.Tech. – Biomedical Engineering
15. B.Tech. - Chemical Engineering
16. B.Tech. - Information Technology

For the above mentioned sixteen programs, a candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Mathematics, Physics and Chemistry*, with a minimum of 45% aggregate in Mathematics, Physics and Chemistry (5% relaxation for the candidates belonging to SC/ST/OBC/BC/PWD)

NOTE: Some HSC Examination Boards are giving the exemption of one subject fail in order to award the Pass Certificate at 10+2 level. In such cases, candidates who have exemption by failing either in Mathematics or Physics or Chemistry* are not eligible to study the above mentioned Programs.

(*Chemistry / Computer Science / Biotechnology or any other subject/s specified in the AICTE Approval Process Handbook)

4.2 Eligibility Criteria for Admission to Under Graduate Design Program:

      1. Bachelor of Design (B. Des)

For the above mentioned Program, a candidate should have passed 10+2 or HSC or ICSE or equivalent examination, with a minimum of 45% aggregate (5% relaxation for the candidates belonging to SC/ST/OBC/BC/PWD)

4.3 Eligibility Criteria for Admission to Bachelor of Architecture:

For Bachelor of Architecture, a candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Mathematics, Physics and Chemistry, with a minimum of 50% aggregate in Mathematics, Physics and Chemistry and also in all the subjects of study at 10+2 level. (5% relaxation for the candidates belonging to SC/ST/OBC/BC/PWD)

In addition to the eligibility criteria, a candidate should have the valid eligibility in the NATA Examination conducted by Council of Architecture.

NOTE: Some HSC Examination Boards are giving the exemption of one subject fail in order to award the Pass Certificate at 10+2 level. In such cases, candidates who have exemption by failing either in Mathematics or Physics or Chemistry are not eligible to study the above mentioned Programs.

4.4 Eligibility Criteria for Admission to Bachelor of Dental Surgery (BDS):

Admission to the BDS program is on the basis of marks and rank secured in the NEET Examination conducted by National Testing Agency (NTA). All the NEET qualified candidates need to apply for admission through Medical Counselling Committee website. Based on the allocation made by the MCC in the Counselling Round I, Round II, MOP UP Round I and MOP UP Round II, admissions are made in the Institution

4.5 Eligibility Criteria for Admission to Under Graduate Law Courses:

      1. FIVE YEAR LAW COURSES (HONORS) – B.A., LL.B., B.COM.,LLB., B.B.A.,LL.B

For the above mentioned three Programs, a candidate should have passed 10+2 or HSC or ICSE or equivalent examination, with a minimum of 45% aggregate (5% relaxation for the candidates belonging to SC/ST/OBC/BC/PWD)

2. THREE YEAR LAW COURSE – LL.B.,

Qualification for admission shall be a pass in any recognized Bachelor's Degree of minimum 3 years duration in any discipline after 10+2 school level.

4.6 Eligibility Criteria for Admission to Bachelor of Pharmacy and Diploma in Pharmacy

For the Diploma / Bachelor of Pharmacy Program, a candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology / Mathematics, Physics and Chemistry as the subjects of study.

NOTE: Some HSC Examination Boards are giving the exemption of one subject fail in order to award the Pass Certificate at 10+2 level. In such cases, candidates who have exemption by failing either in Mathematics / Biology or Physics or Chemistry are not eligible to study the above mentioned Programs.

4.7 Eligibility Criteria for Admission to Bachelor of Science in Nursing

For the Bachelor of Nursing Program, a candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology, Physics and Chemistry as the subjects of study.

NOTE: Some HSC Examination Boards are giving the exemption of one subject fail in order to award the Pass Certificate at 10+2 level. In such cases, candidates who have exemption by failing either in Biology or Physics or Chemistry are not eligible to study the above mentioned Programs.

4.8 Eligibility Criteria for Admission to Under Graduate Arts, Commerce, Humanities and Science Programs

PROGRAM	ELIGIBILITY CRITERIA
B.A. – ENGLISH	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination.
B.B.A	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination.

B.SC. – FASHION DESIGN	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination.
B.SC. – VISUAL COMMUNICATION	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination.
B.SC. - PSYCHOLOGY	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination.
B.COM – GENERAL B.COM – FINANCIAL ACCOUNTING	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Commerce and Mathematics as the subjects of study.
B.SC. – PHYSICS	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Physics is one of the subjects of study.
B.SC. – CHEMISTRY	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Chemistry as one of the subjects of study.
B.SC. – MATHEMATICS B.SC. – COMPUTER SCIENCE	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Mathematics as one of the subjects of study.
B.SC. – BIOINFORMATICS AND DATE SCIENCE	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Mathematics / Biology as one of the subjects of study.
B.SC. – MEDICAL LAB TECHNOLOGY	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology as one of the subjects of study.
B.SC. – BIOTECHNOLOGY	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology as one of the subjects of study.
B.SC. – MICROBIOLOGY	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology as one of the subjects of study.
B.SC. – BIOCHEMISTRY	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology as one of the subjects of study.
B.SC. – CLINICAL NUTRITION AND DIETITICS	A candidate should have passed 10+2 or HSC or ICSE or equivalent examination with Biology as one of the subjects of study.

4.9 Eligibility Criteria for Admission to Various Post Graduate Programs:

In order to get admissions to the below mentioned Post Graduate Programs, the candidates must fulfill the eligibility criteria for the respective Programs.

PROGRAM	ELIGIBILITY CRITERIA
M.E.- Computer Science and Engineering	B.E./B.Tech. (EEE / ECE / Electronics / IT / CSE / I&C / E&I / Instrumentation) or M.C.A (10+2+3+3 (Pattern) or M.Sc. 5 years integrated (IT / CSE / Software Engineering) B.E. (Computer Hardware and Software)
M.E. – Applied Electronics	B.E./B.Tech. (EEE / ECE / ETCE/ Electronics/ E&I / I&C / Instrumentation / Biomedical / Biomedical Instrumentation / B.E. Medical Electronics)
M.E. - Computer Aided Design	B.E./B.Tech (Mech./Auto. / Mfg. / Production / Industrial Engg / Mechatronics / Marine / Aeronautical.)
M.E. – Embedded Systems and IOT	B.E. (EEE/ECE/ ETCE /CSE/ I&C/E&I) B.Tech. (IT / Electronics / Instrumentation)
M.E. – Power Electronics & Industrial drives	B.E. / B.Tech. (EEE / ECE / E&I / I&C / Electronics/ Instrumentation)
M.E. – Structural Engineering	B.E./B.Tech. (Civil)
M.Tech – Biotechnology	B.Tech (Chemical Engg. / Biotechnology/ Bioengineering / Pharmaceutical Tech. Engg. / Biochemical /Leather Technology/ Industrial Bio-Technology/ Petroleum Technology/ Petroleum Engg/ Petro-Chemicals/Petroleum Refining Petro-Chemicals Or B.Pharm Or / M.Sc Life Sciences (With Mathematics in XII Level)

M.Tech – Medical Instrumentation	B.E /B.Tech. (ECE/Electronics /E&I/I&C / Instrumentation/ Biomedical / Biomedical Instrumentation / B.E. Medical Electronics)
M.Arch – Building Management	B.E./B.Tech. (Civil); B.Arch (5 year Program)
M.Arch – Sustainable Architecture	B.E./B.Tech. (Civil); B.Arch (5 year Program)
MBA – Master of Business Administration	Qualification for admission shall be a pass in any recognized Bachelor's Degree of minimum 3 years duration in any discipline after 10+2 school level
M.Sc – Biotechnology	A Bachelor's Degree (10+2+3 pattern) in science with Biology as one of the subjects of study
M.Sc. – Bioinformatics and Data Science	A Bachelor's Degree (10+2+3 pattern) in science with Biology as one of the subjects of study
M.Sc. – Medical Biotechnology and Clinical Research	A Bachelor's Degree (10+2+3 pattern) in science with Biology as one of the subjects of study
M.Sc. – Mathematics	Any Degree with Mathematics / Statistics as ancillary subject
M.Sc. – Physics	Any Degree with Physics as ancillary subject
M.Sc. – Chemistry	Any Degree with Chemistry as ancillary subject
M.Sc. – Visual Communication	Bachelor's Degree in Visual Communication
M.A. – English	A Bachelor's Degree (10+2+3 pattern)

4.10 Eligibility Criteria for Research Program:

PROGRAM	ELIGIBILITY CRITERIA
Doctor of Philosophy (Ph.D.)	A Pass in Master's Degree from a recognized University in the respective field of study of Research

5.   ADMISSION PROCEDURE

ADMISSION FOR AN ACADEMIC YEAR COMMENCES FROM APRIL AND ENDS BY JULY, EVERY YEAR.

5.1 Admission procedure for various Under Graduate Engineering / Technology, Bachelor of Architecture, Bachelor of Design, Bachelor of Pharmacy, Diploma in Pharmacy, Bachelor of Science in Nursing and Under Graduate Law Programs

Admission for all the above mentioned Programs are on the basis of rank secured in the All India Entrance Examination conducted by Sathyabama(**SAEEE**), every year.

5.2 Admission procedure for Under Graduate Courses in Arts, Commerce, Humanities and Science Programs

Admission to the above Programs, are based on the marks secured in the qualifying examination. Applications are invited for the admission to these Programs from the month of April every year. Admissions are given based on the merit list prepared on the basis of marks secured in the Qualifying examination.

5.3 Admission procedure for all the Post Graduate Programs

Admission to the all the Post Graduate Programs in Sathyabama are based on the marks secured in the qualifying examination. However, preference is given to the candidates who have GATE score (for M.E. / M.Tech admissions) and CAT score (for MBA) admissions.

No separate quota is earmarked for GATE / CAT qualified candidates**.**

Apart from the GATE and CAT qualified candidates, Applications are also invited for the admission to these Programs from the month of April every year. After the scrutiny of applications, admissions are given on the basis merit list prepared on the basis of marks secured in the Qualifying examination.

5.4 Admission procedure for Dental Surgery Courses (both UG and PG)

Admission to the above mentioned programs are on the basis of marks and rank secured in the NEET Examination conducted by national Testing Agency (NTA). All the NEET qualified candidates need to apply for admission through Medical Counselling Committee website. Based on the allocation made by the MCC in Round I, Round II, MOP UP Round I and MOP UP Round II, admissions are done in the Institution.

5.5 Admission procedure for Ph. D Programs

Admissions to the Ph.D. Programs are done twice in a year. Admission Notification is issued in the Months of June and January, every year. Aspiring candidates, who fulfill the eligibility criteria, should apply by downloading the application available at the Institution website. Eligibility criteria and admission process are being done as per the Guidelines of Board of Research of the Institution .

6.   TUITION FEE

6.1 Fee Structure

The Tuition Fee to be paid is decided by the Tuition Fee Fixation Committee. Tuition Fee may vary from one Program to another Program and one batch to another batch. However, the Fee fixed for one batch and Program remain same throughout the duration of the Program.

Students are requested to make the Tuition Fee payment through Online or Computer Generated Challan payable at all the Indian Bank / Indus Ind Bank Branches. For all the Under Graduate Programs Tuition Fee is collected once in a year and for all the Post Graduate and Research Programs are collected twice in year, i.e., semester system payment mode.

6.2   Refund of Tuition Fee

Tuition Fee will not be refunded if a candidate wants to discontinue the Program. However, the Board of Management has the final authority in refund the tuition fee to any candidate. However, if the candidate wants to leave the Program within one month of joining the Program, the candidate's tuition fees will be reimbursed after deducting a deposit of Rs. 10,000.

7.   SEATS AVAILABILITY AND RESERVATION SYSTEM

The Seats availability in every Program and branch is as approved by the respective statutory body. The Institution reserves seats for disadvantaged and socially, economically backward section of the community. The reservation in admission is used as a scheme to promote the participation of the underrepresented group in the education and provide expanded opportunities to them and not to discriminate against any group.

7.1 Lateral Entry Admission

If the Institution is not able to fill the required number of students in the first year, the Institution has the option of admitting the student in the second year through later entry system.

7.2   Sports Quota

50 seats (both UG and PG) are allocated for candidates who excel in sports. Students given admission under Sports Quota are given full wavier of Tuition fee and Hostel Fee. The Physical Director is requested to submit the details of merit list and method of selection to the Vice Chancellor for admission approval. Seats that are vacant in this category are transferred and filled under management quota.

7.3 Scholarship Quota

500 seats (both UG and PG) are allocated for students from economically backward segment referred by NGOs and other organizations. Out of 500, a maximum of 50 students seats are allocated for students with disability. The applicants should have scored a minimum of 55% to be eligible for the scholarship. Students admitted under this quota will be given total waiver of tuition fee and hostel fee. Day-Scholars who are getting admission under this quota will be given waiver of bus fee.

7.4 Management Quota

15% of the total seats are allocated for Management Quota.

7.5 NRI and Foreign Quota

Admission of Non Resident Indians (NRIs) and Foreign students are based on the marks / Grade obtained in the qualifying examination subject to availability of seats. Students from developing countries may be allowed up to 30% scholarship in the tuition fee charged for International students.

7.6 Other Quota

Apart from the above mentioned allocations, additional seats will be provided as per the Ministry of Human Resource Development, Government of India directions, for e.g. 2% seats for the students hailing from Jammu and Kashmir.