SATHYABAMA
INSTITUTE OF SCIENCE AND TECHNOLOGY
(DEEMED TO BE UNIVERSITY)

STUDENT HANDBOOK
2023 – 24

Name :

Reg. No. :

Roll No. :

Programme :

Department :

Col. Dr. JEPPIAAR, M.A., B.L., Ph.D.,
Founder Chancellor

Chancellor

Dr. Mariazeena Johnson
Chancellor

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About the Institution

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 and 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.

Evolution

Sathyabama Engineering College		Sathyabama Dental College		Sathyabama Satellite Launch in association with ISRO			NAAC A++ Grade
	2001		2012			2021	
1988	Sathyabama Deemed to be University	2009	Declared as Category "A" University by MHRD	2016	NBA Accreditation for 11 programmes		2023

Rankings

- Accredited with A++ Grade by the National Assessment and Accreditation Council (NAAC)
- Ranked in 51st position among the Universities in India by the National Institutional Ranking Framework (NIRF), Government of India, for the year 2023
- Ranked in the band of 1001-1200 in the 2023 QS World University Rankings
- Ranked in 301-350 position by QS Asia University Rankings, 2023
- Awarded Five Star ratings by QS Stars
- Ranked in the band of 1201-1500 by the Times Higher Education World University Rankings, 2023
- Ranked in the 501+ position by the Times Higher Education Asia University Rankings, 2023
- Ranked in the 801-1000 band in the Times Higher Education Subject Rankings, 2023 for Engineering and Technology
- Placed in the 401+ rank in the world by the Times Higher Education Young University Rankings, 2022
- Ranked 501+ in the world by the Times Higher Education Emerging Economies University Rankings, 2022
- Sathyabama is ranked in the 601-800 band in the Overall Times Higher Education Impact Rankings, 2022
- 10 Engineering Programmes and MBA are accredited by National Board of Accreditation (NBA)

Institutional Information

Vision

Be a leading multidisciplinary University, producing world class talents to address global challenges

Mission

- To attain excellence in Education and Research through effective collaboration with Industries and other International/National organisations
- To consistently remain an attractive ecosystem for students and employees, a hub of innovation for researchers and an incubating platform for entrepreneurs
- To create an inclusive environment that caters to all forms of diversity
- To engage in outreach and community development activities, creating an impact on the society

Core Values

- **Integrity** - We emphasise on high ethical standards in our actions and are committed in being transparent, responsible and accountable
- **Nobility** - We inculcate ethical values parallel to the curriculum enrichment to the student community, so that they outstand amongst their peers irrespective of the environment in which they are placed
- **Sustainability** - We develop, practise and emphasize protocols in academics and research enabling ourselves to be competitive, ensuring environmental and social sustainability
- **Partnership and Collaboration** - We encourage academic and research partnerships with organisations and Universities at National and International level. We value and applaud the relationships we have with our partners
- **Inclusion and Diversity** - We are committed to facilitate diverse student and Faculty culture and encourage multi-cultural learning in the University. We provide opportunity to work, learn and embrace the diversity of every individual irrespective of race, gender, religion, nationality, age, social background, physical ability and mental competence
- **Responsibility** - We believe in Education for all. We take pride in owning responsibility and commitment towards society by supporting the education of students from rural, economically backward communities, differently abled and acid attack victims with full Financial Assistance
- **Excellence** - We focus on excelling in all our academic and research activities, ensure best academic quality in our programmes, encourage innovations and receptive to the ever-changing needs of our stake holders

Programmes Offered

School of Computing

B.E. - Computer Science & Engineering
B.Tech. - Information Technology
B.E. - CSE with specialization in Artificial Intelligence
B.E. - CSE with specialization in Data Science
B.E. - CSE with specialization in Cyber Security
B.E. - CSE with specialization in Artificial Intelligence and Machine Learning
B.E. - CSE with specialization in Artificial Intelligence and Robotics
B.E. - CSE with specialization in Internet of Things
B.E. - CSE with specialization in Block Chain Technology
M.E. - Computer Science and Engineering

School of Bio and Chemical

B.Tech. - Biomedical Engineering
B.Tech. - Biotechnology
B.Tech. - Chemical Engineering
B.Sc. - Bioinformatics and Data Science
B.Sc. - Biochemistry
B.Sc. - Biotechnology
B.Sc. - Microbiology
B.Sc. - Marine Biology
B.Sc. - Clinical Nutrition and Dietetics
B.Sc. - Medical Lab Technology
M.Tech. - Biotechnology
M.Tech. - Medical Instrumentation
M.Sc. - Medical Biotechnology and Clinical Research
M.Sc. - Bioinformatics and Data Science

School of Dental Sciences

B.D.S. - Bachelor of Dental Surgery
M.D.S. - Paedodontics and Preventive Dentistry
M.D.S. - Conservative Dentistry and Endodontics
M.D.S. - Orthodontics and Dentofacial Orthopedics

School of Pharmacy

B.Pharm. - Bachelor of Pharmacy
D.Pharm. - Diploma in Pharmacy

School of Nursing

B.Sc. - Nursing

School of Physiotherapy

B.P.T. - Bachelor of Physiotherapy

Research

Ph.D. - Doctor of Philosophy
(In all disciplines of Engineering,/ Technology, Management & Science)

School of Electrical and Electronics

B.E. - Electronics and Communication Engineering
B.E. - Electrical and Electronics Engineering
M.E. - Embedded Systems and IOT
M.E. - Applied Electronics
M.E. - Power Electronics and Industrial Drives

School of Mechanical

B.E. - Aeronautical Engineering
B.E. - Automobile Engineering
B.E. - Mechanical Engineering
B.E. - Mechatronics
M.E. - Computer Aided Design

School of Building and Environment

B.E. - Civil Engineering
B.Arch. - Bachelor of Architecture
B.Des. - Bachelor of Design (Interior Design)
M.E. - Structural Engineering
M.Arch. - Building Management
M.Arch. - Sustainable Architecture

School of Law

L.L.B. - Bachelor of Law
B.A.L.L.B. (Hons) - Bachelor of Arts and Bachelor of Law
B.B.A.L.L.B (Hons) - Bachelor of Business Administration and Bachelor of Law
B.Com.L.L.B (Hons) - Bachelor of Commerce and Bachelor of Law
L.L.M. - Master of Law in IPR
L.L.M. - Master of Law in Constitutional Law

School of Management Studies

B.B.A. - Bachelor of Business Administration
B.Com. - Bachelor of Commerce
B.Com. FA - Financial Accounting
M.Com. - Master of Commerce
M.B.A. - Master of Business Administration

School of Science and Humanities

B.Sc. - Computer Science
B.Sc. - Computer Science with specialization in Artificial Intelligence
B.Sc. - Computer Science with specialization in Data Science
B.Sc. - Information Technology
B.C.A. - Bachelor of Computer Applications
B.Sc. - Fashion Design
B.Sc. - Hotel Management
B.Sc. - Physics
B.Sc. - Chemistry
B.Sc. - Mathematics
B.Sc. - Visual Communication
B.A. - English
M.Sc. - Computer Science
M.Sc. - Physics
M.Sc. - Chemistry
M.Sc. - Mathematics
M.Sc. - Visual Communication
M.A. - English

Academics

- Each school is headed by a Dean of the school and each department is headed by Head of the Department

Orientation programme:

- This will be conducted for all first year students by every departments
- This programme will give the details about the department, faculty and students
- Students are advised to attend all the sessions of orientation programme

School	Dean	e-mail ID
Computing	Dr.T.Sasikala	dean.computing@sathyabama.ac.in
Electrical & Electronics	Dr.N.M.Nandhitha	dean.electronics@sathyabama.ac.in
Mechanical	Dr.S.Prakash	dean.mechanical@sathyabama.ac.in
Bio & Chemical	Dr.V.Ramesh Kumar	dean.biochemical@sathyabama.ac.in
Building & Environment	Dr.G.Devyani	dean.buildingenvironment@sathyabama.ac.in
Science & Humanities	Dr.Rekha Chakravarthi	dean.artsandsciences@sathyabama.ac.in
Management Studies	Dr.G.Bhuvaneswari	dean.managementstudies@sathyabama.ac.in
Law	Dr.Dilshad Shaik	deanlaw@sathyabama.ac.in
Dental Sciences	Dr.Shahul Hameed Faizee.K.M	dean.dental@sathyabama.ac.in
Pharmacy	Dr.Shanmugapandian	dean.pharmacy@sathyabama.ac.in
Nursing	Dr.L.Lakshmi	dean.nursing@sathyabama.ac.in

Academics

S. No.	Department	Head of the Department / Head-incharge	e-mail ID
1	CSE	Dr.L.Lakshmanan, Dr.S.Vigneswari	csehod@sathyabama.ac.in
2	IT	Dr.R.Subhashini	ithod@sathyabama.ac.in
3	ECE	Dr.T.Ravi	ecehod@sathyabama.ac.in
4	EEE	Dr.S.Radhika	eeehod@sathyabama.ac.in
5	Mechanical	Dr.G.Arun Kumar	mechhod@sathyabama.ac.in
6	Aeronautical	Dr.P.Booma Devi	aerohod@sathyabama.ac.in
7	Automobile	Dr.V.K.Bupesh Raja	autohod@sathyabama.ac.in
8	Mechatronics	Dr.S.Prakash	dean.mechanical@sathyabama.ac.in
9	Biotech	Dr.V.Ramesh Kumar	biotechhod@sathyabama.ac.in
10	Biomed	Dr.T.Sudhakar	biomedhod@sathyabama.ac.in
11	Medical Laboratory Technology	Dr.J.Premkumar	mlthod@sthyabama.ac.in
12	Clinical Nutrition & Dietetics	Dr.L.Inbathamizh	cndhod@sathyabama.ac.in
13	Bioinfo	Dr.H.Jemmy Christy	bioinfohod@sathyabama.ac.in
14	Chemical	Dr.S.Sathish	chemicalhod@sathyabama.ac.in
15	Civil	Dr. S.Packia Lakshmi Dr.R.Padmapriya	civilhod@sathyabama.ac.in
16	Architecture	Dr.G.Devyani	archhod@sathyabama.ac.in
17	Fashion Design	Ms.Krithika	fashionhod@sathyabama.ac.in
18	Commerce & Management Studies	Dr.A.Palani	mbahod@sathyabama.ac.in
19	English	Dr.J.Amutha Monica	englishhod@sathyabama.ac.in
20	Physics	Dr.P.Malliga	physicshod@sathyabama.ac.in
21	Chemistry	Dr.J.Karthikeyan	chemistryhod@sathyabama.ac.in
22	Mathematics	Dr.M.Nirmala	mathshod@sathyabama.ac.in
23	Viscom	Dr.N.Nazini	viscomhod@sathyabama.ac.in
24	Psychology	Dr.R.Parveen Banu	psychologyhod@sathyabama.ac.in
25	Physiotherapy	Mr.S.Sairajan	sairajan.physiotherapy@sathyabama.ac.in

Academics

Class Timings:

9.00 A.M. to 3.15 P.M. for all UG and PG programmes

Attendance / Leave / On Duty:

- Attendance will be taken for every class hour and the semester attendance percentage is calculated automatically from the class attendance
- Students should maintain 80% attendance for all theory courses and 100% attendance for all laboratory courses in a semester to appear for the End Semester Examinations
- Attendance is compulsory for both the Continuous Assessment Examinations
- Leave may be availed for valuable reasons with prior permission from mentor
- Half day leave or permission is not permitted, however, in the case of emergencies, if the parent accompanies the student to leave the campus on a genuine health related problems, students shall be allowed to leave. In the case of any other unfortunate incidents such as loss of blood relation will be considered upon the verification from the parent over phone
- Permission will be given for the student to enter the campus one hour before the commencement of the afternoon session End Semester Examinations
- On duty may be availed for attending seminars, workshops, symposium, etc. after getting the approval from the Head of the Department
- On duty will be considered only after submitting the certificate/proof for attendance
- Maximum of 6 days per semester may be availed as on duty
- Attendance report will be sent to parents via SMS

Identity Card:

- Each student will be provided with an Identity Card with his / her photo and name on it
- It is mandatory to wear the ID card inside the Campus and also while representing our institution in other College / University events such as sports, cultural and other academic activities
- Day scholars are not allowed to get into the bus for a destination other than mentioned as the boarding point in the ID Card and also not permitted to enter the hostel premises
- In case of loss or damage of ID card, duplicate identity card may be issued on submitting an application and payment of ₹ 200 in the Student Help Desk

Mentor:

- Each student is allotted with a faculty adviser called as mentor for academic & non-academic guidance after enrolment
- In case of any queries/ issues, student shall contact his / her mentor

Academics

Student Ambassadors:

- Two Student ambassadors (one is the topper of the class, and other one is nominated by the class mentor/counsellor) representing the voice of students from each class
- The views or grievances of the fellow classmates are raised by the student ambassadors in the meeting, which will be conducted once in a semester

Awards:

- Students who carry 100 % attendance during their period of study will be awarded
- Best outgoing student with exemplary academic and overall performance will be appreciated and rewarded

Re-examination:

- For genuine reasons, student shall apply for Re-examination of Continuous Assessment Examinations to the Dean (Student Affairs) through Head of the Department in case they couldn't write the examination on the scheduled date

Re-evaluation:

- In case the student is not satisfied with the result, they can apply for revaluation within the stipulated time mentioned in the website revaluation announcement

Value Added Courses:

- Value Added Courses are conducted by every school / department to enhance the standards of students above and beyond the regular academic curriculum
- These courses enable students to gain a better understanding with a holistic perspective of current industry challenges
- Students develop skills through a diverse range of courses

CBCS:

- Curriculum is designed to facilitate Choice Based Credit System (CBCS). In this regard, course and staff selection shall be done by a student within the mentioned dates announced in the LMS/ERP before semester begins. Student have to select with utmost care that the selected choices cannot be modified.

Resources

Enterprise Resource Planning (ERP):

- Student shall login ERP, https://erp.sathyabama.ac.in/ to avail their details after enrollment
- In case of any login issue student shall communicate to erpsupport@sathyabama.ac.in
- Student shall contact the mentor for data update

Learning Management System (LMS):

- Student shall login LMS, https://sathyabama.cognibot.in/ to avail the course syllabus, timetable, course materials, assignments, quizzes, etc.
- In case of any login issue student shall communicate to lmssupport@sathyabama.ac.in
- Student shall contact the respective course teacher for the course related issues

Central Library:

- The collection in the library encompasses 313760 books of 53013 titles varying in subjects like Engineering, Management, Architecture & Design, Law, Pharmacy, Nursing, Dental, Basic Science & Humanities and also includes reference books, 3179 CDs/DVDs and subscribed to 134 print journals and 100 magazines in print and e-resources. Major e-resources such as IEEE Journals, Science Direct, IEEE Journals and Proceedings, ASME, ASCE, ACM Digital Library, ProQuest Academic Complete e-Book collection, ProQuest Central e-Journal package and Web of Science are accessible to the user community
- Students shall avail the facility (in campus) from 8 am to 8 pm
- Central Library is providing 24x7 services through Knimbus Remote Access and mLibrary mobile app
- Remote Access (Off Campus) to e-Resources of the Central Library url: https://sist.knimbus.com/
- Student shall install mLibrary app from Google Play or App store to access our subscribed e-resources with federated search and also to access academic content including eLearning and multimedia at fingertips
  Username : student mail ID   Password : user@knimbus

Video Lectures:

- Student shall make use of the video lectures available in the official Youtube channel at https://www.youtube.com/@sathyabamaofficial/videos

WiFi Connectivity:

- Student shall access wifi facilty inside the campus through their ERP login

Associations

National Cadet Corps (NCC):

- NCC - Army wing, Sathyabama Institute of Science and Technology, belongs to 1 (TN) Medical Unit NCC
- NCC - Air wing, Sathyabama Institute of Science and Technology, belongs to 1 (TN) Air Squadron NCC
- NCC - Naval Wing, Sathyabama Institute of Science and Technology, belongs to 4 (TN) Naval Technical Unit NCC
- Student shall contact ncc@sathyabama.ac.in or Associate NCC officers to join and participate in NCC actvities
  - Army wing - Lieutenant P Chandrasekar, chandru.maths@sathyabama.ac.in
  - Air wing - Flying Officer V. Jayaprakash, jayaprakash.aero@sathyabama.ac.in
  - Naval wing - Sub Lieutenant M. Anish, anish.mech@sathyabama.ac.in

National Service Scheme (NSS):

- NSS students undertake various on and off campus activities during weekends / after class timings
- The interested students shall contact Dr.John Paul, NSS coordinator to involve themselves in NSS activities at nss@sathyabama.ac.in

Youth Red Cross (YRC):

- Young volunteers can make a significant contribution to meet the needs of the most vulnerable people within their local communities through Red Cross youth programme
- Student shall contact Dr.John Paul, YRC Coordinator at yrc@sathyabama.ac.in to involve in the YRC activities

Student Development Cell (SDC):

- The main objective of the Student Development Cell is to identify the potential of every student and to facilitate them in achieving their academic goals through various clubs
- Each club is headed by a club president (student) and a club coordinator (faculty) which holds a significant part of every student life in campus
- The clubs plan events and activities throughout the year and is open to all students
- These clubs enrich the social, cultural and academic experience of students
- SDC provides an exclusive platform for different dimension of learning, networking and socializing outside of the classroom
- SDC organizes a variety of events such as workshops, skill development courses, power lecture series, value added courses, seminars and many more

Associations

Student shall contact this cognitive domain of knowledge sharing in various fields, which influence the larger student community and offers diverse learning practices

S. No.	Name of the Club	Faculty Co-ordinator	Email ID
1	Aero Club	Mr.Lokeshwar Patnaik	lokeswar.aero@sathyabama.ac.in
2	Anti-Human Trafficking Club	Mrs.Pooja Sree	poojasree.law@sathyabama.ac.in
3	Auto Club	Mr.Arockia Suthan	arockiasuthan.auto@sathyabama.ac.in
4	Catalyst Club	Dr.Sankari, Mrs.Sandhya	sankari.cse@sathyabama.ac.in
5	Chess Club	Dr.Alex Anand	alexanand.bioinfo@sathyabama.ac.in
6	Coding Club	Dr.Veeramuthu	veeramuthu.it@sathyabama.ac.in
7	Cognitive Club	Dr.R.Parveen Banu	parveenbanu.psychology@sathyabama.ac.in
8	Community Development Club	Mr.Kamalesh, Mr.Muthiah	kamalesh.cse@sathyabama.ac.in
9	Complex Club	Mrs.S.R.Srividya	srividhyasr.cse@sathyabama.ac.in
10	Computer Science Club	Ms.Jany Shabu, Ms.Deepa	janyshabu.cse@sathyabama.ac.in
11	Cyber Security Club	Ms.Niveda R, Mrs.Parveen A	parveenakhther.cse@sathyabama.ac.in
12	Dance Club	Dr.Refonaa, Ms.Daphine	refonna.cse@sathyabama.ac.in
13	Debate Club	Dr.T.Ambika	ambika.law@sathyabama.ac.in
14	Design Club	Mrs. Priyadarshini, Mrs.Vanitha	priyadharshini.civil@sathyabama.ac.in
15	Dr.Kalam Club	Dr.Susitra, Dr.Vedanarayanan	susitra.eee@sathyabama.ac.in
16	Eco Club	Ms.Sindhu Divakaran, Dr.Renita	sindudivakaran.biomed@sathyabama.ac.in
17	En-Core Club	Dr.J.Senthil Kumar	senthilkumar.prod@sathyabama.ac.in
18	English Literary Club	Dr.K.Sufina	sufina.english@sathyabama.ac.in
19	Entrepreneurship Development Club	Dr.Tamilselvan	thamilselvan.soms@sathyabama.ac.in
20	Google Developer Club	Mrs.Roobini	roobini.cse@sathyabama.ac.in

Associations

S. No.	Name of the Club	Faculty Co-ordinator	Email ID
21	Hack SIST Club	Dr S Prayla	praylashyry.cse@sathyabama.ac.in
22	Hardware Club	Dr.Revathy, Dr.Srinivasulu S	revathy.it@sathyabama.ac.in
23	Innovation Club	Dr.Sivasangari, Ms.Sujin	sivasangari.it@sathyabama.ac.in
24	Mathematics Club	Dr.T.Kamaraj, Dr.Kavitha	kamaraj.maths@sathyabama.ac.in
25	Mechatronics Club	Dr.Kanimozhi	kanimozhi.prod@sathyabama.ac.in
26	Media Club	Dr.Vimal, Mr.Yuvaraj	vimal.viscom@sathyabama.ac.in
27	Microsoft Club	Mr.Vignesh	vignesh.cse@sathyabama.ac.in
28	Mozilla Club	Dr.Sonia, Dr.Usha Nandhini	maryposonia.cse@sathyabama.ac.in
29	Music Club	Dr.Alex Anand, Mr.Ashwin Jacob	danielalexanand@gmail.com
30	NDLI SIST Club	Dr.E.Boopalan	librarian@sathyabama.ac.in
31	Pharmacy Journal Club	Dr.Arun Sundar, Dr.Porselvi	arunsundar.pharmacy@sathyabama.ac.in
32	Robotics Club	Ms.Ramya	ramya.eee@sathyabama.ac.in
33	Rotaract Club	Dr.Jayapriya	jayapriya.maths@sathyabama.ac.in
34	Science Club	Dr.C.Ramesh Kumar	rameshkumar.physics@sathyabama.ac.in
35	Sports Club	Mr.Ravi and Ms.P.Shakila	raveesports@gmail.com shaki.indira@gmail.com
36	Soft Skills Club	Dr.Megalon Leo	megalanleo.etc@sathyabama.ac.in
37	Tamil Club	Dr.G.Mathivanan	mathivanan.it@sathyabama.ac.in
38	TEDX SIST	Dr.V.J.K.Kishor Sonti	kishoresonti.ece@sathyabama.ac.in
39	Tourism Club	Dr.N.Nazini, Dr Vimal	nazini.viscom@sathyabama.ac.in
SDC Coordinator		**Dr.V.J.K.Kishor Sonti**	**sdc@sathyabama.ac.in**

Associations

Professional Bodies:

- *Institution of Electrical and Electronics Engineers (IEEE)* is the world's largest technical professional organization dedicated to advancing technology for the benefit of humanity. IEEE and its members inspire a global community to innovate for a better tomorrow through highly cited publications, conferences, technology standards, and professional and educational activities. IEEE is the trusted "voice" for engineering, computing, and technology information around the globe. Student shall contact Dr.M.S.Godwin Premi, IEEE Student Branch Counsellor at ieeesathyabama@sathyabama.ac.in to explore more about IEEE and involve in the student branch activities

- *Indian Society for Technical Education (ISTE)* is the leading National Professional non-profit making Society for the Technical Education System in our country with the motto of Career Development of Teachers and Personality Development of Students and overall development of our Technical Education System. Student shall contact Dr.M.Sumathi at sumathi.ece@sathyabama.ac.in to learn more

- *Institution of Engineers [India] (IEI)* is the largest multi-disciplinary professional body of engineers. EI has been recognized as Scientific and Industrial Research Organization (SIRO) by the Ministry of Science & Technology, Govt. of India. Student shall approach Dr.S.Karthikeyan, Head, IEI - Student Chapter at iei.studentchapter@sathyabama.ac.in to know more

- *Association for Computing Machinery (ACM)* is the world's largest educational and scientific computing society, delivers resources that advance computing as a science and a profession. Student shall contact Dr.Albert Mayan at albertmayan.cse@sathyabama.ac.in for further details

- *Association for Computing Machinery - Women (ACM-W)* advocates internationally for the full engagement of women in all aspects of the computing field, providing a wide range of programs and services to ACM members and working in the larger community to advance the contributions of technical women. Student shall contact Dr.Sathyabama at sathyabama.cse@sathyabama.ac.in for more details

- *Indian Concrete Institute (ICI)* is one of the prominent professional bodies in India, catering to the professional needs of individuals and organisations involved in Concrete. Student shall contact Dr.R.Padmapriya at padmapriya.civil@sathyabama.ac.in for further details

Associations & Assistance

Student Council:

- The Student Council is a dynamic representative body where the students involve themselves in the finest activities of the Institution
- This facilitates the sharing of information between administrative officials and the students and serves as a communication bridge
- This comprises a President, Vice President, Secretary, Joint Secretary, Sports Secretary, Cultural Secretary, one student representative from each School, and a senior faculty member
- The Student Council meets twice a year to discuss various student-related issues and suggestions
- Student Council is highly supported by the Institution and recognized as the top student representative body
- Students are properly guided and mentored by the faculty to act responsibly for the mutual benefit of students and the Institution

Alumni Association / Chapters:

- Alumni Association was established by the Founder Chancellor, Col. Dr. Jeppiaar, in the year 1993
- Our alumni are the representatives and brand ambassadors of the Institution at the national and international levels
- The Alumni Association has over 55,000 members and it assists the Institution in organising and coordinating alumni gatherings or reunions
- The Institution invites nominations from prospective alumni for the "Distinguished Alumni Award" to recognise their professional accomplishments

Student Help Desk:

- Student Help Desk acts as the primary level of support for the students and function in the campus
- All Bonafide certificates, fee receipts, arranging medical assistance for needy students, any other student related issues are taken care at Student Help Desk
- If there is any change of address or change in the mobile number of the parent, student is advised to approach "Student Help Desk" for the necessary update in the data
- Student shall contact the Faculty Coordinator, Dr.B.Rajasekar at studenthelpdesk@sathyabama.ac.in

Medical Emergency:

- In case of any medical emergency, student shall contact the student help desk to reach the dental / general hospital
- Battery car / transport services will be provided by the help desk

Assistance

Ragging/Grievances/Complaints:

Student shall file the complaint / grievance to the respective coordinator

Cell	Chair Person / Coordinator	e-mail ID
Anti Ragging Cell	Dr.A.Palani	arc@sathyabama.ac.in
Student Grievance Redressal Cell	Dr.M.S.Godwin Premi	student_grievance@sathyabama.ac.in
Anti Discrimination Cell	Dr.S.Lalithakumari	adc@sathyabama.ac.in
Internal Complaint Committee	Dr.Dilshad Shaik	icc@sathyabama.ac.in
Internal Examinations Cell	Dr.V.Sivachidambaranathan	internalexams@sathyabama.ac.in
Examinations & Evaluation	Dr.Igni Sabasti Prabu	coe@sathyabama.ac.in
Transport	Mr.Sathish	transport@sathyabama.ac.in

Nature of Grievance	Initial Complaint shall be filed at	First Level of Escalation (Grievance shall be filed at)	Second Level of Escalation	Third Level of Escalation
Academics	Mentor / HoD / Dean (School)	Student Grievance Redressal Cell	Dean - Student Affairs	Ombudsperson
Examination & Evaluation	Controller of Examinations			
Discrimination	Anti Discrimination Cell			
Ragging	Anti Ragging Cell			
Sexual Harassment	Internal Complaint Committee			
Mess	Mess Incharge			
Transport	Transport Incharge			
Hostel	Warden			
Amenities	Director-Administration			

Assistance

- *Students Grievance Redressal Cell* is functioning to address the grievances of the students in the campus
  - Grievance will be redressed as earlier as possible based on the nature of the issue
- *Anti Ragging Cell (ARC)* is constituted to offer protection to the new entrants from the menace of ragging
  - The cell is headed by Registrar, along with committee members comprising of senior faculties and hostel wardens
  - Anti Ragging Squad members and Anti Ragging bus in-charges have been deputed from all departments to monitor students discipline both inside the campus and on board
  - ARC Hostel in-charges have been allotted in order to maintain the discipline in boys and girls hostels
- *Internal Complaint Committee (ICC)* is functioning in order to deal with the issues of Sexual harassment, Gender based violence and also to conduct gender sensitization programmes
  - ICC takes up the complaints related to aforementioned cases, investigates, counsels and recommends disciplinary action as per the relevance of the seriousness of the complaint
- *Anti-Discrimination Cell (ADC)* provides everybody with equal opportunity into its fold irrespective of caste, religion, language or based on gender
  - Any act, speech or intentions that perturb the harmony among the people is seriously regarded and dealt on immediate basis to restore the peace

Scholarship:

- Students shall approach Mr.Balamurugan, Scholarship office in-charge at scholarship@sathyabama.ac.in for knowing the procedure related to avail Minority Scholarships given by the Government and also the guidelines related to avail train ticket concession

Semester Abroad / Student Exchange:

- Centre for Academic Partnership and International Relations facilitate and guide the students in choosing the Universities and supporting in the process of Semester Abroad Programme
- Semester Abroad Programme gives an experience beyond the conventional classroom learning
- We have tied up with more than 150 Top Universities worldwide and to know more, student shall contact Dr.A.Chitra Devi or Dr.S.Preethi at internationalrelations@sathyabama.ac.in or sap@sathyabama.ac.in

Assistance

Placement & Training

- Placement Cell acts as a bridge for our students and recruiters
- It monitors the employment opportunities in various domains and invites the recruiters for campus recruitment of final year students
- Placement training is offered to students at different stages of their academics
- Industrial training requirements are identified, training programs are designed and facilitated to students effectively
- The training modules are regularly upgraded based on the current industry expectations and interactions with the recruiters
- Student shall contact Dr.John Bruce, Dean (Placement & Corporate Affairs) at placements@sathyabama.ac.in or placement office to know more

Higher Studies:

- Advisory Bureau for Higher Studies drives various career building, counselling, foreign language classes, workshops, awareness sessions and lecture series on versatile higher education opportunities
- Supports the students by preparing them to face various competitive examinations like UPSC, GATE, CAT, GMAT, GRE, TOEFL and IELTS
- In case of any queries/ issues related to higher studies, student shall contact to Dr.Y.Swarnalatha, Dean-Higher Studies or mail at dean.higherstudies@sathyabama.ac.in

Counselling:

- Exclusive counselling and psychological centre is available with male and female counsellors for the students to enhance the positivity, wellness, and unleash their fullest potentials and to be consistent in their aspirations and in achieving them with a plan of action
- Student shall approach Dr.R.Parveen Banu at scps@sathyabama.ac.in whenever necessary for the services
- Needy students will be counselled with the advise of mentor in a confidential manner

Transport:

- Day-scholars shall avail the institutional transport facilities
- Bus Timings for Day-scholars:
  - Arrival at the Campus - 8:45 A.M.
  - Departure from the Campus - 3:40 P.M.

Mess:

- Students are provided with Lunch (dedicated Mess Halls for Boys and Girls with separate Vegetarian and Non-Vegetarian Menu sections) every day
- Students should wear the ID card and is mandatory to enter the mess hall

Opportunities

Merit Scholarship:

- Scholarships are offered for meritorious students (Top 3 Rank holders) through "Chancellor's Scholarship" based on the consistent performance of the students in End Semester Examinations
- Scholarships can be availed by students who have secured good rank in Sathyabama All India Engineering Entrance Examination (SAEEE) conducted for engineering aspirants every year

Skill Development:

- Centre for Skill Development in collaboration with NSTI (MSDE), NSIC (MSME) and RSDC is established to upgrade skills to international standards through significant industry participation
- Student shall contact Dr.Y.Swarnalatha, Dean-Higher Studies or mail at dean.higherstudies@sathyabama.ac.in to know about skill development activities and programmes

Intellectual Property Rights (IPR):

- IPR cell provides guidance regarding the ownership, protection, and commercialization of intellectual property
- Student shall contact Dr. Johnson Retnaraj or Dr. Dinesh Kumar, IPR Cell Coordinators at johnnbt@sathyabama.ac.in or ddinesh.tribology@sathyabama.ac.in for queries related to filing design patents, product patents and copyrights

Start-up:

- Start-up cell provides mentorship, connect to investors, connect to mentors, seed funding, space and basic infrastructure facilities
- For any queries, student shall contact to startup@sathyabama.ac.in
- Institution Innovation Council (IIC), established in 2018, is functioning as per the guidelines of the Ministry of Education Innovation Cell (MIC)
- The innovation ecosystem is further strengthened with the coordinated efforts of IIC, Technology Business Incubator and Centre for Technology Transfer

Industry Institute Interaction:

- Industry Institute Interaction Cell (IIIC) provides an excellent platform for both the students as well as the faculty members to be aware of industry expectations from the graduates
- IIIC serves as a podium to showcase the best practices, latest technologies in industry stand point and their implementation
- Student shall contact Dr.E.John Bruce, Coordinator, IIIC, for any queries at johnbruce@sathyabama.ac.in

Sathyabama IAS Academy:

- Free coaching for Civil Services Examinations are conducted by Sathyabma IAS Academy
- Interested students shall write the preliminary exam and should score the minimum eligibility marks
- Date of preliminary exam will be announced in the institution website

Opportunities

Research:

- The International Research Centre and Col.Dr.Jeppiaar Research Park are the two major wings of the research
- 15 Research Centres are established with world-class research facilities to foster a research culture and provide an environment that supports research
- Student can utilize the research facilities for their projects /innovations/ studies with prior permission from the centre head

S. No.	Name of the Research Centre	Centre Head /Incharge	Email ID
	Engineering Sciences		
1	Centre for Nanoscience and Nanotechnology	Dr.P. Kuppusami	kuppusami@sathyabama.ac.in
2	Centre for Space Technology	Dr.B.Sheela Rani	directorresearch@sathyabama.ac.in
3	Centre for Quality Assurance & Non-Destructive Evaluation	Dr.M.M.Nickolas	nickolas.cqande@sathyabama.ac.in
4	Centre of Excellence for Additive Manufacturing	Dr.Gobisaravanan	gobisaravanan@sathyabama.ac.in
5	Centre for Innovation & Technology Transfer	Mr.G.Daniel Prabhakaran	Startup@sathyabama.ac.in
	Environmental Sciences		
6	Centre for Climate Change Studies	Dr. S. Prakash	prakash.cccs@sathyabama.ac.in
7	Centre for Remote Sensing and Geoinformatics	Dr.K.Nagamani	nagamani@sathyabama.ac.in
8	Centre of Excellence for Energy Research	Dr.T.Shyju	shyju@sathyabama.ac.in
9	Centre for Earth and Atmospheric Sciences	Dr. B. Prabhu Dass Batvari	prabhudass@sathyabama.ac.in
10	Centre for Waste Management	Dr. Dawn.S.S	dawn@sathyabama.ac.in
	Biological Sciences		
11	Centre for Ocean Research	Dr.D.Inbakandan	inbakandan@sathyabama.ac.in
12	Centre for Laboratory Animal Technology and Research	Dr.D.Saravanan	saravanan.clatr@sathyabama.ac.in
13	Centre for Drug Discovery and Development	Dr. M. Radhakrishnan	radhakrishnan.cddd@sathyabama.ac.in
14	Centre for Aquaculture	Dr. M.V.Rajeswari	aquaculture@sathyabama.ac.in
15	Centre for Molecular and Nanomedical Sciences	Dr. S. Johnson Retnaraj Samuel	johnnbt@sathyabama.ac.in

Opportunities & Feedback

Sports:

- Students shall avail the sports facilities after class timings
- Prior permission from sports director is required to avail the sports facilities
- Student shall contact Mr.Ravi - Sports Director for accessing the facilities and for any queries related to sports at sports@sathyabama.ac.in

Cultural:

- Student shall contact the cultural coordinator to participate in the cultural event / programmes / fest
- In case of any queries related to cultural, student shall contact Dr.J.Refonaa, Cultural Coordinator at culturals@sathyabama.ac.in

Fitness/Wellness:

- Student shall access the yoga centre / gymnasium facilities after class timings
- Separate facilities are available for boys and girls
- Prior permission from hostel warden is required to avail the facilities

Feedback:

- The feedback from students is periodically collected by Internal Quality Assurance Cell (IQAC)
- Online feedback system is in place to take the feedback on academic support and other facilities of the campus
- Every student should submit the feedback about the curriculum and teaching-learning in their LMS / ERP at the end of every semester
- Feedback link will be opened only for the days mentioned in the website announcement
- Students/Parents/Alumni can share their feedback and suggestions anytime at feedback@sathyabama.ac.in

Scan QR code to provide feedback

Exam Cell	Library	General Hospital

Dental Block	Transport	Mess

Do's & Don'ts

Ragging:

- Ragging is strictly prohibited inside and outside the institution
- Severe action will be taken against those who indulge in such activities as per the Tamil Nadu Prohibition of Ragging Act No.7 of 1997
- Online anti ragging undertaking to be submitted by the student/parent through the link
  https://sist.sathyabama.ac.in/arc/
  within 15 days from date of commencement of first year classes

Malpractice:

- Punitive actions will be taken if the student is found for malpractice during examinations and it may lead to termination of studies

Dress Code:

- Boys shall wear Formals /Jeans & decent T-shirt with collar / Formal or sports shoes
- Girls shall wear Churidar/Salwar Kameez / Jeans and Kurtas
- Skirts / Sleeveless Tops / Torn Jeans are not allowed
- Students should come in formals during placement sessions

General Discipline:

- Students are not allowed to use the mobile phone in classrooms, laboratories, library and auditoriums
- Students should maintain the campus as plastic free
- Smoking and usage of tobacco, alcohol is strictly prohibited
- Students should respect other students and staff
- Students are not recommended to wear Torn attire/ Sleeveless T-Shirts / Tops / T-Shirts with obscene words or language, Trousers with more pockets
- Students should wear ID card whenever they board the bus or in the institution premises

For more information, visit
www.sathyabama.ac.in