



COLLEGE OF ENGINEERING AND TECHNOLOGY

AKKIKAVU, CHIRAMANANGAD P.O., THRISSUR, KERALA - 680604

Phone Nos. : 04885 – 289009, 271121, 271122 Fax: 04885 – 289043

URL: www.royalcet.ac.in

(Approved by AICTE and Affiliated to APJ Abdul Kalam Technological University)

(NAAC Accredited Institution)

Managed by Royal Educational Society & Research Centre



STUDENT HANDBOOK & CALENDAR 2023-2024

Principal : Dr. Devi V.

8714549416

principal@royalcet.ac.in

CEO : Mr. Salim V. P

9946892002

ceo@royalcet.ac.in

Anti - Ragging helpline Phone No. : 9048599995

Hand Book Editors

Principal	:	Dr. Devi V
IQAC Director	:	Ms. Amrutha M. Chemmanur
Dean Student Affairs	:	Mr. Krishnakumar R
Librarian	:	Mr. Sudev K.
IT Division Head	:	Ms. Anu Appukuttan (AP/CSE)
Convenors	:	Ms. Sreedevi K (AP/ECE)
		Ms. Athira Premkumar(AP/CE)
		Ms. Neethu K (AP/CSE)

COMPANIES PROVIDED PLACEMENTS IN VARIOUS DEPARTMENTS

Company Name	Streams
TCS	All Streams
Data Analytics Company	CSE
CAPEGEMINI	M. Tech CSE/ECE
Poornam Infovision	B. Tech CS/IT/ECE
SUNTEC	B.Tech/M. Tech CSE
HEXAWARE	CSE/IT/ECE
AGILE, Dubai	B.Tech CE/ME
Speridian Technologies	CSE/ECE
SRIRAM finance	All Engineering Streams are Eligible
Catholic Syrian Bank-IT division	CSE,ECE,EEE
Sutherland	All Engineering Streams are Eligible
HCL	B.Tech - CSE/ECE/ME/CE/EE
Focus Academy for Career Enhancement (FACE)	Mechanical Engineering
CYBROSIS	All Engineering Streams are Eligible
ENGLISH EDGE	ECE,CSE
Thinkpalm Drive	CSE,CE,ECE
UST GLOBAL	CSE, EEE, ECE, IT
TENZOTECH	CSE,ECE,EEE,CE
NEBULA CLOUD TECHNOLOGIES	CSE,ECE,EEE
BYJUS LEARNING CENTRE	All Engineering Streams are Eligible
ZF WABCO	ME
QSPIDERS	CSE,ECE,EEE
QUEST GLOBAL	All Engineering Streams are Eligible
CONCLO TECHNOLOGY	CSE,ECE,EEE,CE
Lord Krishna Builders	CE
SUPER AUTOFORGE	All Engineering Streams are Eligible

PERSONAL PROFILE OF THE STUDENT

Name :

Local Address :

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Email ID :

.....

Telephone No. :

Permanent Home Address :

.....

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.....

.....

Telephone No. :

Date of Birth :

Admission number : Class : Roll No. :

Blood Group : Height : Weight :

FOR THE USE OF STAFF MEMBERS

Name of Staff :

Department :

Employee Code :

Designation :

Academic year :

Semester & Branch	Subjects Handled
Other Academic & Extracurricular responsibilities	

BOARD OF DIRECTORS

▶ Mr. V.K. SHAMSUDEEN	PRESIDENT
▶ Mr. K. M. HYDERALI	GENERAL SECRETARY
▶ Mr. V. K. ABDUL KADER	TREASURER
▶ Mr. V.P. SALIM	SENIOR VICE PRESIDENT
▶ Mr. K. M. ASHARAF	VICE PRESIDENT
▶ Mr. V MUSTHAFA	VICE PRESIDENT
▶ Mr. N.V. MOIDUNNY	SECRETARY
▶ Mr. C.K. ALI	SECRETARY
▶ Mr. HUSSAIN MOHAMMED	EXECUTIVE DIRECTOR
▶ Mr. C.V. MOHAMED ALI	DIRECTOR
▶ Mr. V. MOHAMED	DIRECTOR
▶ Ms. LAILA KOYAKUTTY	DIRECTOR

ACADEMIC COUNCIL

Principal	:	Dr. Devi V
Dean Academics	:	Ms. Amrutha M. Chemmanur
HOD Computer Science & Engineering	:	Dr. Babu Raj E
HOD Computer Science & Engineering (Cyber Security)	:	Dr. Babu Raj E
HOD Artificial Intelligence and Data Science	:	Dr. Kiran P.
HOD Civil Engineering	:	Dr. Muthu Kumaran
HOD Applied Science & Humanities	:	Mr. Jacob John
HOD Electronics & Communication Engineering	:	Mr. Krishnakumar R
HOD Mechanical Engineering	:	Dr. Shanavas S
Central Library RCET	:	Mr. Sudev K
HOD Physical Education	:	Mr. Bijeeesh P

Contents

1	PROFILE OF RCET	10
	Vision & Mission of RCET	10
2	ASSOCIATIONS, CLUBS & COMMITTEES	11
3	COURSES	13
	B. Tech	13
	M. Tech	13
4	ADMISSION	13
	Eligibility for Admission to B. Tech	13
	Eligibility Criteria for Admission in Management Quota	13
	Admission Procedure for NRI Students	14
	Fees	14
	Admission under tuition fee waiver scheme	14
	Eligibility for Admission -M. Tech	15
	Criteria for Admission	15
5	WORKING HOURS	15
6	RULES AND REGULATIONS OF THE COLLEGE	16
7	TRAINING AND PLACEMENT CELL	18
8	CENTRAL LIBRARY	19
9	FACULTY AND OTHER STAFF	21
	Department of Artificial Intelligence and Data Science	21
	Department of Civil Engineering	21
	Department of Computer Science & Engineering	22
	Department of Computer Science & Engineering (Cyber Security).....	22
	Department of Electronics & Communication Engineering.....	23
	Department of Mechanical Engineering.....	24
	Department of Applied Science & Humanities.....	25
	Administration Department.....	27
10	FACILITIES AND AMENITIES	32
	College Buses	32
	College Canteen	32
	Co-Curricular Activities	32
	Photocopying.....	32
	Students Amenities Cell (SAC).....	32
	Vehicle parking facility for students	33
	Group Tutors	33
	Mentors	33
	Gymnasium	33
	Sports Facilities	33

11 GENERAL INFORMATION	34
Registration	34
Uniform	34
Dress Code for Boys	34
Dress Code for Girls	35
Continuous evaluation & Sessional Marks	35
12 ANCILLARIES	36
Parent, Teacher & Management Association (PTMA)	36
RACE	38
Alumni Association	38
National Service Scheme (NSS).....	39
Duties of NSS volunteer.....	39
Achievements	40
Internal Compliant's committee	40
ISTE Chapter	40
Smart Class room	41
IIT Bombay Remote centre, SDPK Lab	41
Discipline / Anti- Ragging Committee.....	42
Student's Welfare & Grievances Redressal committee	42
13 BEHAVIOUR AND DISCIPLINE	44
14 HOSTELS - RULES AND REGULATIONS	44
15 ATTENDANCE AND LEAVE REGULATIONS	47
Attendance	47
Leave Rules	47
Duty Leave Rules	48
A Leave Record	49
B Internal Assessment	51
C Disciplinary action if any	52
D Achievements	53
E Important Days	54
F Important Telephone Numbers	55

1 PROFILE OF RCET

Royal College of Engineering and Technology (RCET),(NAAC Accredited Institution) is an NRI initiative, established in 2003 with a mission to train the youth to be the leaders of tomorrow with apt skills, deep rooted sense of social responsibility, strong ethical values and to provide a global outlook to face the challenges of the changing world. RCET with its vision of making the institution a centre of excellence in the area of Technical Education at par with International standards is having a state-of-the-art infrastructure and serene ambience. The campus located at Akkikavu, the meeting point of Thrissur, Palakkad and Malappuram districts, is 6 km from Kunnankulam and easily accessible by road. The campus environment promises physical, mental, and cultural development of the students and steer them to the path of academic progress.

The campus has commendable aesthetically built buildings, well-furnished class rooms, lecture theatres, laboratories, workshops, library and computer centre that aid the students attain academic excellence. The well-qualified faculty ascertain the timely completion of the syllabi. The RCET encourages the students to participate in quite a number of activities outside and inside the campus such as attending project exhibitions, seminar presentations and industrial training. The campus also provides a platform for cultural recreational and social activities for the holistic development of every individual.

Vision & Mission of RCET

Vision

“To continuously grow as a Resourceful, Outstanding, Youthful, Adaptive institution in the field of engineering and technology, habituating Lifelong learning”

Mission

“To groom the youth into eminent technocrats- with lifelong learning skills to meet future requirements, deep sense of social responsibility, strong ethical values and a global outlook, to face the challenges of the changing world.”

2 ASSOCIATIONS, CLUBS & COMMITTEES

Name of the Associations, Clubs or Committees	Faculty – in – Charge	Contact No:
IQAC Director	Prof. Amrutha M. Chemmanur	9656265694
IQAC Coordinator	Ms. Lemya Sainudeen	9567246410
Civil Engineers Association	Mr. Sabith K.	8301930972
CSE Engineers Association	Ms. Ihsana Mohammed	8592809184
ECE Engineers Association	Ms. Savitha Vasudevan	9074733372
Mechanical Engineers Association	Mr. Devadas P	9447768979
AI&D Engineers Association	Ms. Rehna C A	9995747859
Dean Academics	Ms. Amrutha M. Chemmanoor	9656265694
Dean Student Affairs	Mr. R. Krishnakumar, HOD/ECE	9895088964
Dean Research	Dr. Kiran P, HOD/ME	9497463005
Dean Continuing Education	Dr. Shanavas S, HOD/ME	9400529829
Computer Society of India	Ms. Ihsana Muhammed, AP/CSE	9496963206
ISTE	Ms. Nisha S M, AP/CSE	9497469190
IETE	Ms. Radhika E. R, AP/ECE	7356877926
IEEE	Mr. Hanna P H, AP/CE	8157971345
IE(I)	Mr. Haridas V. K.	9847202932
Sports Club	Mr. Bijeeesh, AP/ASH	9995176209
Environmental forum	Mr. Sudev K, Librarian	9497085934
Innovation and Entrepreneurship Development Cell, Institute Innovation Cell	Mr. Dinto Thomas, AP/EEE	9995024756
Women's Club	Ms. Radhika E. R, AP/ECE	7356877926
Internal Complaints Commission	Ms. Amrutha M Chemmanoor	9656265694
News Letter and Magazine Club	Ms. Nisha S M, AP/CSE	9497469190
Film and Photography Club	Ms. Aiswarya Premdilip P, AP/CE	7907092550
Music Club	Mr. John C J, AP/ME	7902668849
Staff Club	Mr. Sunil Kumar V. K., Library Asst.	9995064451
Internal Examination Committee Additional Chief Superintent-	Mr. Dinto Thomas, AP/EEE	9995024756
KTU	Ms. Savitha Vasudevan, AP/ECE	9656454708
Royal Training and Placement Committee	Mr. Jacob John, HOD/ASH	9497085934
NDLI & Questa Club	Mr. Sudev K, Librarian	9497085934

M.Tech Coordinator	Ms. Ihsana Muhammed P.,AP/CSE	7510843979
KTU Institutional Coordinator	Ms. Mini Ittoop, AP/CSE	9995635660
Anti Ragging Committee / Discipline Action Committee/		
Anti Narcotic Cell	Ms. Amrutha M Chemmanoor	9656265694
Student's Welfare/ Grievances and appeals committee	Mr. Jacob John, HOD/ASH	9656265694
Timetable Committee	Ms. Sandhya P S, AP/ASH	9048796634
AMS/FMS/Groupmail/ Group SMS co-ordination committee	Ms. Ihsana Muhammed P.,AP/CSE	9496963206
IT division	Ms. Anu Appukuttan (AP/CSE)	9745965701
Secretary PTMA	Mr. Krishnakumar R	9895088964
Alumini Association	Mr. Krishnakumar R	9895088964
Maintenance	Mr. Haridas V K	8714549416
Public Relations	Ms. Mini Ittoop, AP/CSE	9995635660
Students Feedback	Ms. Neethu K, AP/CSE	9895302544
Library Advisory Committee	Ms.Lidhi P, AP/CSE	9539165365
Student Social Skill Development Forum	Mr. John C J, AP/ME	7902668849
RACE	Mr. Devadas P, AP/ME	9447768979
R-SAIL	Mr. Siji P V, Technical staff	9388298393
R-REAP	Mr. Bineesh K., AP/ASH	9447768979
Nodal Officer NSS	Mr. Krishna Kumar R., HoD/ECE	9895088964
Transport Committee	Mr. Abdul Nasar, Transport Officer	9846964092
Hostel/Canteen Committee	Mr. Krishna Kumar R., HOD/ECE	9895088964
Staff Selection Committee	Mr. V. P. Salim, CEO	9946892002
Campus Beautification	Mr. Sujith, Site Supervisor	9846788866
Coordinator UHV Cell	Ms.Radhika E R,AP/ECE	7356877926
Coordinator UHV SIP	Ms.Asheera L,AP/AS&H	9895986592
SC/ST committee	Ms.Radhika E R,AP/ECE	7356877926
Arts & Craft club	Ms.Anna Vincent,AP/ASH	8289807083

3 COURSES

3.1 B. Tech.

➤ Artificial Intelligence and Data Science	60 seats
➤ Civil Engineering	30 seats
➤ Computer Science & Engineering	60 seats
➤ Computer Science & Engineering(Cyber Security)	60 seats
➤ Electronics & communication Engineering	30 seats
➤ Mechanical Engineering	30 seats

3.2 M. Tech.

➤ Computer Science & Engineering	12 seats
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4 ADMISSION

We appreciate your interest in seeking admission to the Engineering Degree programme offered by this College. Engineering studies is about acquiring technical skills and knowledge to solve problems of people and society. At RCET, we are committed in providing you top quality education and acquaint you with most modern and future technologies. The College is continuously expanding both its academic and physical infrastructure with the aim of creating the best learning environment to the students. We have arranged every opportunity for a student to widen and enhance his / her knowledge, skills and potential.

Eligibility for Admission B. Tech.

Admission to the B.Tech. programme, admission policy and procedure shall be decided from time to time by following the guidelines issued by the Government of Kerala and the Government of India and other statutory bodies such as AICTE & APJ Abdul Kalam Technological University.

Eligibility Criteria for Admission in Management Quota

1. **Nationality:** Candidates must be citizens of India.
2. **Age:** Applicants should have completed 17 years of age as on 31st December 2020.
3. **Academic Requirements:** The applicant should have completed Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or an examination recognized with at least 45% marks in PCM /equivalent subjects put together or equivalent grade. Rounding off the percentage of marks to the nearest whole number is not permitted.

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4. **Entrance Examination:** Candidates should qualify (a minimum of 10 marks each in Paper I and Paper II) in the Engineering Entrance Examination conducted by the Commissioner of Entrance Exams, Govt. of Kerala (KEAM) and should be listed in KEAM Rank List. Candidates qualified in JEE are also eligible for admission in management quota.

Admission Procedure for NRI Students

The Management is entitled to fill up 15% seats in the NRI category (NRI) by admitting qualified students who are dependants of Non Resident Indians. These students are exempted from qualifying in any Entrance Test and can be admitted based on their academic eligibility as stipulated by AICTE, Govt of Kerala and APJ Abdul Kalam Technological University (KTU).

Academic Requirements for NRI Quota: The applicant should have completed Higher Secondary Examination of the Board of Higher Secondary Education of Kerala or an examination recognized with at least 45% marks in Mathematics, Physics and Chemistry/equivalent subjects put together or equivalent grade. Rounding off the percentage of marks to the nearest whole number is not permitted.

Fees

Fees will be decided by the Government and the Management subject to the approval of Fee Regulatory Committee.

Admission under tuition fee waiver scheme

As per the directions of the AICTE and the Govt. of Kerala, 5% of students in every sanctioned course will be provided tuition fee waiver based on merit.

Every year, Royal Education Society and Research Centre conducts a Scholarship Examination named **CALIDAD ENGINEERS SCHOLARSHIP EXAM** to find young engineers who are eligible to study B. Tech. in a fee waiver scheme. Attractive scholarship schemes are offered for students based on the result of this examination.

Rank	Benefits
1 to 10	100% Tuition Fee Waiver
11 to 20	75% Tuition Fee Waiver
21 to 40	50% Tuition Fee Waiver
41 to 94	25% Tuition Fee Waiver

Royal Education Society and Research Centre also provides scholarships to highly talented students who have shown good academic performance in the higher secondary examinations as well as in engineering entrance examinations. The detailed description of the scholarship is shown below.

Eligibility for Admission - M. Tech

The M.Tech. Degree courses affiliated to A.P.J Abdul Kalam Technological university under the semester scheme of studies comprises of two years (four semesters).

Admission to the M.Tech. programme, admission policy and procedure shall be decided from time to time based on the guidelines issued by the Government of Kerala and the Government of India and other statutory bodies such as AICTE, KTU etc.

Criteria for Admission

1. Candidates must be citizens of India.
2. Candidates should have a minimum of 60% aggregate marks in the Engineering Degree examination. For SC/ST candidates a pass in the Engineering Degree course is sufficient. For SEBC students, a minimum of 45% aggregate marks in the Engineering Degree examination is mandatory.
3. Candidates who have appeared for the final semester examination can also apply, provided he/she has passed all the subjects up to and including the 6th semester exam

5 WORKING HOURS

College working time	:	9:00 am - 4:00 pm Monday – Friday, all Saturdays Except Second & Fourth Saturdays.
College Office / Accounts Dept		
Working Time	:	9:00 am - 4:00 pm Monday – Friday, all Saturdays except Second & Fourth Saturdays.
Central library working time	:	9.00 am - 6.00 pm Monday – Friday, all Saturdays except Second & Fourth Saturdays.

6 RULES AND REGULATIONS OF THE COLLEGE

1. The college gives utmost priority for discipline. Every student is bound to follow the rules and regulations of the college and maintain discipline.
2. The students are required to wear college Identity Card on all college working days. Failure to wear the college identity card will be treated as misconduct and such students will be barred from entering the campus and class room.
3. Under disciplinary action, the principal is empowered to fine, suspend or even expel a student from the college in the interests of the institution.
4. Students are not permitted to use Mobile Phones inside the college campus.
5. Every Student shall conduct himself / herself in such a way to cause no disturbance to the working of the classes or to fellow students.
6. Ragging, Consumption of Alcohol, Usage of Narcotic Drugs And Smoking Are Strictly Prohibited In The Hostel And College Campus.
7. No function shall be arranged by the students in the hostel or college campus without prior permission from the principal.
8. Writing on walls, pillars, bath rooms, and furniture or black boards is strictly prohibited.
9. Eating snacks / taking lunch inside the class rooms or along corridors are not permitted.
10. The cost of any damage, if caused to college property will be charged to the accounts of the students responsible for the damage in addition to disciplinary action.
11. Students are advised to switch off fans and lights when they leave the class rooms.
12. Furniture in the class rooms should not be moved or displaced.
13. Students are not allowed to attend classes or any college function wearing shorts, dhotis, jeans or T-Shirts.
14. No one will be allowed to whistle, hoot, shout or sing aloud while travelling in the bus. They are also not allowed to throw papers or other articles while travelling.
15. No students shall remain in the hostel during class – hours unless he / she is sick and is permitted to be on leave.
16. Students have to take without fail all the necessary items such as Hall ticket, Admit card, Pen, Pencil, Calculator, Scale, Rubber, etc., to the test / exam hall.

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17. Students will have to sit through the entire period scheduled for the internal tests.
 18. In the event of continued poor performance in internal tests and poor class attendance by any student, the principal has the authority to withhold permission for him / her to write the university examinations.
 19. Browsing is Not Allowed During Lab Hours. Staff and students are not allowed to misuse the internet facilities.
 20. No one will be allowed to listen to Music from any device inside the college campus.
 21. Internal assessment is part of the evaluation. Please check the marks displayed on the notice board and bring any discrepancy to the notice of the HOD immediately. Change is not possible later.
 22. Attendance will be counted for the participation in co-curricular or extra-curricular activities inside or outside the campus, only if a copy of the participation certificate or a note from the concerned teacher is produced within two days to the group tutor.
 23. Misbehavior outside the College, affects the reputation of the College, has an impact on the students community. The College reserves the right to take actions and rules that are necessary in the interest of the general student community.
 24. Students are solely responsible for their belongings.
 25. The students are requested to observe all the safety regulations while conducting practicals in the laboratories and the management is not responsible for any physical damage or mishap that might occur on student's negligence.
 26. Student are not permitted to take part in agitations directed against the authority of the Government. Students are not allowed to collect donation or any money collection without prior permission from principal through concerned department Heads.
 27. College fees are to be paid before the registration of semester classes. A late fee is payable after that. If fees are not paid within four weeks after reopening, the name of the student will be removed from the students roll list. Tuition and other fees once paid cannot be refunded. However, refund of caution deposit may be claimed.
 28. The students who wish to leave the College due to any reason will be given TC only after payment of all fees payable for and by clearing any other dues. Such students have to return any scholarship, stipend or financial assistance given by the college authorities.

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29. Students are not permitted to participate in any political activities or communal politics inside the campus.
 30. Change of permanent address of any student must be notified to the College office. Students should live either with their parents or in the Hostel. In extraordinary cases, students who do not live with their parents or in the College Hostel are required to inform the Principal about the details of their place of residence and details of local guardian.

7 TRAINING AND PLACEMENT CELL

A group of eminent people in placement team is responsible for the placement and training activities of the Royal College Students. It is the place where the students are being analyzed for various shortcomings and lacking with respect to getting the level of healthy employment

It is important to map some of the key competencies in designing the employability of engineering graduates and to serve better for the needs of the organizations. Keeping in mind the existing and expected job opportunities, the responsible team at placement and training cell prepares an intensive interface with regard to leading corporate sectors. For this, categorization of the students is done according to their intellectual abilities and separate grooming and training programs are conducted. Technical sessions and special workshops are organized to overcome in adequacy in terms of soft skills and communication with the aid of industry experts which may comprise of communication and presentation skills leadership & motivation ,group discussions, team building, reasoning, interview skills, resume making, mock interviews etc.

Thus placement team ensures that the students are exposed in to the real global environment atmosphere as RCET is having foreign companies also in its preferred list of campus recruiters

Director: Mr. Jacob John

Mob No: 9446234325

8 CENTRAL LIBRARY

Central library is fully atomized and books are fully classified according to the Dewey decimal classification scheme. With the help of OPAC (ONLINE PUBLIC ACCESS CATALOGUE) the user can search availability of a particular book. For the easy access of OPAC, a separate computer is set apart. The books are segregated subject wise and arranged in racks, as per the classification scheme for easy retrieval.

No of volumes	:	27877
No of titles	:	7682
No of National / International journals	:	51
General magazines	:	9
DELNET Journals	:	911
Reference Books	:	2699

Code of conduct in the library:

1. Members should not bring their personal belongings in to the library. Adequate storage facility is provided at the entrance.
2. All the users are required to maintain silence in the library and instructed to follow the library rules and regulations.
3. ID card is compulsory to enter the library
4. Usage of cell phones are not permitted inside the library.
5. Stealing or damaging the property of library or misbehavior with library staff shall be considered as an act of indiscipline.
6. The librarian reserves the right to recall any book issued from the borrower even prior to the due date of return if necessary.
7. On the due date students can renew the book by producing the same to the librarian. If renewed, he/she can keep the book for another 20 days.
8. After due date if a student fail to return or renew the books, existing late fee decided by the library advisory committee will be charged. Absence from college will not be treated as an excuse.
9. If the book issued to a member is lost, the member should replace two fresh copy of the same book. If not he/she must pay twice the present price of the book and an additional fine. In case of out of print/rare books the worth of the book and the fine will be decided.

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10. For any sort of damaged done to the book issued, librarian can decide the fine which the lendeers have to pay.
 11. While returning a book, if there is any sort of tampering with the barcode, sticker or spine label, liable pasted on the book,he/she is liable to pay the existing fine.
 12. Reference books, Journals, Newspapers and Magazines should not be taken out.
 13. The number of books that can be borrowed for students and loan period is as follows:

Category	No of Books	Loan Period
B. Tech 1 st year	3	20 Days
B. Tech 2 nd & 3 rd Year	4	20 Days
B. Tech 4 th Year	5	20 Days
M. Tech	6	20 Days

9 FACULTY AND OTHER STAFF

<u>STAFF LIST</u>				
Sl.No.	Name	Designation	Qualification	Contact Number
ARTIFICIAL INTELLIGENCE & DATA SCIENCE				
1	Dr. Kiran P	Associate Professor & HOD - AD	B.Tech, M.Tech, Ph.D	9497463005
2	Ms. Rehna C A	Assistant Professor	B.Tech, M.Tech	9995747859, 8848595766
3	Ms. Shalu Makboon	Assistant Professor	B.Tech, M.Tech	9895168777
4	Ms. Insha Muhammed Rafi	Assistant Professor	B.Tech, M.Tech	7594867778
5	Ms. Anumol P S	Assistant Professor	B.Tech, M.Tech	9207509273
6	Mr. Amal Thomas K	Assistant Professor	B.Tech, M.Tech, Ph.D Pursuing	9995240866
CIVIL ENGINEERING				
1	Dr. N Muthu Kumaran	Associate Professor & HOD	BE, ME, Ph.D	89032 14788
2	Ms. Chinju Vijayan	Assistant Professor	B.Tech, M.Tech Doing Ph.D (QIP)	9946429931
3	Ms. Athira Premkumar	Assistant Professor	B.Tech, M.Tech	9961641380
4	Mr. Sabith K	Assistant Professor	B.Tech, M.Tech	8301930972
5	Mr. Rahul T S	Assistant Professor	B.Tech, M.Tech Doing Ph.D	9809684696

6	Ms. Archana Muraleedharan	Assistant Professor	B.Tech, M.Tech	9745670259
7	Ms. Chris Ann Johns	Assistant Professor	B.Tech, M.Tech	8777713360
8	Ms. Rose Ann Thomas	Assistant Professor	B.Tech, M.Tech	9446402656
9	Ms. Princy P P	Assistant Professor	B.Tech, M.Tech	9400253384
10	Ms. Aiswarya Prem Dilip P	Assistant Professor	B.Tech, M.Tech	7907092550
11	Ms. Hanna P H	Assistant Professor	B.Tech, M.Tech	8157971345
12	Ms. Greeshma Chandran T	Assistant Professor	B.Tech, M.Tech	9605152674
13	Ms. Swathy S G Nathan	Assistant Professor	B.Tech, M.Tech	8606456694
COMPUTER SCIENCE & ENGINEERING/ CYBER SECURITY				
1	Dr. E Babu Raj	Professor & HOD	B.E., M.S., M.E., Ph.D	9443282370
2	Dr. Valsamma K M	Professor	M.Sc- Electronics B.Ed - Physical Science MCA Ph.D - Theoretical Non linear Dynamics. Post Doctoral Fellow (NBHM).	8848984630
3	Ms. Ihsana Muhammed P	Assistant Professor	B.Tech, ME	9496963206
4	Ms. Mini Ittoop	Assistant Professor	Diploma, MBA	9388698240
5	Ms. Apsara Panicker	Assistant Professor	B.Tech, M.Tech	9497817720
6	Ms. Lemya Sainudheen	Assistant Professor	B.Tech, M.Tech	9567246410
7	Ms. Nisha S M	Assistant Professor	B.Tech, M.Tech	9497469190
8	Ms. Neethu K	Assistant Professor	B.Tech, M.Tech	9895302544
9	Ms. Rasha V P	Assistant Professor	B.Tech, M.Tech	9496292116
10	Ms. Mahitha M H	Assistant Professor	B.Tech, M.Tech	9495701033

11	Ms. Niya E C	Assistant Professor	B.Tech, M.Tech	8129154911
12	Ms. Sabira P S	Assistant Professor	B.Tech, M.Tech	9048435222
13	Ms. Sreeshma P S	Assistant Professor	B.Tech, M.Tech	9207476940
14	Ms. Anu Appukkuttan	Assistant Professor	B.Tech, M.Tech	9745965701
15	Ms. Lidhi P	Assistant Professor	MTech, MBA, B. Tech, Diploma	9539165365
16	Ms. Neethu S Kumar	Assistant Professor	B.Tech, M.Tech	9746055954

**ELECTRONICS & COMMUNICATION
ENGINEERING**

1	Mr. Krishnakumar R	Associate Professor & HOD-ECE	ME, B.Tech	8593050707
2	Ms. Radhika E R	Assistant Professor ECE	ME, B.Tech	7356877926
3	Ms. Vidya P	AP	B.Tech, M.E, Doing Ph.D	9846249298
4	Ms. Najjiya Abdulrahiman	AP	M.Tech, B.Tech	9995486858
5	Mr. Narayanan P P	AP	M.Des, B.Tech, Doing Ph.D	9446386321
6	Mr. Pradosh Kumar P	AP	BE, ME, Doing Ph.D	8903248585
7	Ms. Savitha Vasudevan	AP	M.Tech, B.Tech	9656454708
8	Ms. Sreedevi K	AP	B.Tech, M.Tech	9846950383

MECHANICAL ENGINEERING

1	Dr. Shanavas S	Professor & HOD	Ph.D, ME, BE	9400529829 (39)
2	Mr. S Gavudhama Karunanidhi	Associate Professor	BE, M.Tech	8281693134
3	Mr. Raisen Joy	Assistant Professor	BE, ME, Doing Ph.D (QIP)	9895871123
4	Mr. Leo A J	Assistant Professor	BE, M.Tech, Doing Ph.D (QIP)	8891360876
5	Mr.Geno John K	Assistant Professor	B.Tech, M. Tech (QIP)	9744992346
6	Mr.Akshay M	Assistant Professor	B.Tech, M.Tech	9847581302
7	Mr.Mohammed Ziyad T K	Assistant Professor	B.Tech, M.Tech	8606738753
8	Mr.Devadas P	Assistant Professor	B.Tech, M.Tech	9447768979
9	Ms.Aiswarya K Prakasan	Assistant Professor	B.Tech, M.Tech	8590524711
10	Ms.Ariya Jayan V	Assistant Professor	B.Tech, M.Tech	8943341826
11	Mr.John C J	Assistant Professor	B.Tech, M.Tech	7902668849

ELECTRICAL & ELECTRONICS ENGINEERING

1	Ms. Amrutha M Chemmannur	Associate Professor & HOD	B.Tech, ME	9656265694
2	Mr. Haridas V K	Assistant Professor	Bsc Engineering	9847202932
3	Ms. Able Alex	Assistant Professor	B.Tech, M.Tech, Doing Ph.D	9895452891
4	Ms. Dinto Thomas	Assistant Professor	B.Tech, M.Tech	9995024756
5	Ms. Anju Sam	Assistant Professor	B.Tech, M.Tech	8157911466
6	Mr. Praveen K P	Assistant Professor	B.Tech, M.Tech, Doing Ph.D (QIP)	8891111480

APPLIED SCIENCE & HUMANITIES

1	Mr. Jacob John	Associate Professor & HOD	B.Sc. Mathematics M.Sc Mathematics B.Ed Mathematics M.Phil Pure Mathematics Doing Ph.D	9446234325
2	Ms.Asheera L	Assistant Professor	BA Economics MA Economics, B.Ed	9895986592
3	Ms.Shahida K M	Assistant Professor	BSc Physics, MSc Physics B.Ed, Doing Ph.D	9946815556
4	Ms.Nimisha M	Assistant Professor	BSc Statistics, Msc Statistics Doing Ph.D	9745642235
5	Ms.Sandhya P S	Assistant Professor	Bsc.Mathematics- Msc Mathematics B.Ed, M.Phil, SET	9048796634
6	Mr.Bineesh K B	Assistant Professor	Bsc.Mathematics Msc Mathematics B.Ed, SET	9747038796
7	Ms.Sreevidya V R	Assistant Professor	Bsc.Mathematics Msc Mathematics, B.Ed, SET	9747253731
8	Ms.Manjula T K	Assistant Professor	Bsc.Mathematics Msc Mathematics B.Ed	9946182906
9	Ms.Elsa P J	Assistant Professor	B.Sc Chemistry M.Sc Chemistry (inorganic) B.Ed Physical Sciences Ph.D (Doing) Chemistry	9946715609
10	Ms.Leeva Joyson P	Assistant Professor	B.Sc Physics M.Sc Physics B.Ed	9633685705
11	Ms.Greeshma T S	Assistant Professor	Bsc.Mathematics- Msc Mathematics M.Phil, B.Ed	8129055873
12	Ms.Insha Ashraf	Assistant Professor	MA English Language and Literature BA English Language and Literature	9995159316
13	Anna Vincent	Assistant Professor	MA B.Ed (English Literature)	9995091083
14	Mr. Bijeesh P	Assistant Professor & HOD- Physical Education	BPED MPED	9995176209

15	Ms.Shaimah Abdul Kader	Counsellor	BA - Psychology MA - Psychology M.Phil - Psychology	8078102006
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Visiting Faculty Members

1	Ms. Sahya Sahadevan	Visiting Faculty - CE Dept.	B.Tech, M.Tech	7012791899
2	Dr. Swaminathan A	Visiting Professor - CSE Dept.	B.Tech, ME, Ph.D	9677818282
3	Dr. Glory V	Visiting Professor - CSE Dept.	B.Sc, M.CA, Ph.D	9486266356
4	Dr Favas T K	Visiting Professor- ME Dept.	B.Tech, M.Tech, Ph.D	9497302979
5	Dr. Vijitha Mukundan	Visiting Professor- ASH Dept.	B.Sc, M.Sc, Ph.D	9744503525

TECHNICAL STAFF

Sl. No	Name	Designation / Dept.	Qualification	Phone Number
1	Sam Chungath	Instructor, AD	B.Sc	9447317991
2	Sumithra P M	Instructor, AD	B.Sc, MCA	8848506034
3	Sreeja P V	Instructor, CE	Diploma, AMIE, M.Sc - Real Estate Valuation	9447241560
4	Swathy Sagarán	Instructor, CE	Diploma	9526913389
5	Nima M K	Instructor, CE	Diploma	9746718157
6	Silpa P S	Assistant System Administrator, CSE	Diploma	7736210046
7	Salmath T V	Instructor, CSE	Diploma	8111838258
8	Rahana R M	Instructor, CSE	BCA, 'O' level Computer Diploma and 'A' Level Computer Diploma	8714203012
9	Sumangala Sathyan	Instructor, ECE	Diploma	9446766406
10	Moosa N M	Instructor, ECE	Diploma	9995891301
11	Siji PV	Instructor, EEE	Diploma	9388298393
12	Supriya P D	Instructor, EEE	Diploma	9995156791
13	Abu K A	Workshop Supdt., ME	Diploma, B.Tech	9446053990
14	Reji K. G.	Instructor, ME	ITI	9526971126
15	Sajeesh Kumar P S	Instructor, ME	ITI	9744961518
16	Priya V.P	Instructor, ME	Diploma	9961485167
17	Sankunny T M	Instructor, ME	Diploma	9447779151

ADMINISTRATION

Sl. No.	Name	Designation	Phone Number
1	Ms. Sharmila K P	Administrative Officer	9846621610
2	Mr. Byju C. Pappachan	Chief Accountant	9961302010
3	Ms. Kamarunisa R. E.	Accounts Assistant	9656567548

4	Ms. Keerthika Gopal P V	Accounts Assistant	9074452109
5	Ms. Haritha M.	Secretary to Principal	9947515301
6	Ms. Rejitha A.	Office Assistant	9846990087
7	Ms. Vanaja K	Office Assistant	9539704947
8	Ms. Anu U. Bhaskar	Office Assistant	9747161207
9	Mr. Chandran P	Store Keeper	9048938087
10	Ms. Prasannakumari K	Receptionist	9946468559
11	Mr. Sulthan M. A.	Mess Manager	9497351282
12	Mr. Sasi T. S.	Attender	9995053469
13	Mr. Sarasu C C	Attender	9744981090
14	Mr. Manikandan C.	Attender	9633734655
15	Ms. Shanija.K.R	Attender	9633535214
16	Ms. Shajendran K C	Attender	9526372486
CENTRAL LIBRARY			
17	Mr. Sudev K	Librarian	9497085934
18	Mr. Sunil Kumar V. K.	Library Assistant	9995064451
19	Ms. Subitha P B	Attender	9656072665
HOSTEL			
20	Ms. Thankamany M N	Matron-Hostel	7510256754
21	Ms. Kunjamma K J	Matron-Hostel	9847886740

MAINTENANCE			
22	Mr. Sujith C S	Site Supervisor	9846788866
23	Mr. Mani P K	Electrician	9633726144
24	Mr. Prasanth A. S.	Assistant Plumber	7356632007
25	Mr. Kumaran A. P.	Gardener	8921226083
26	Mr. Rajeesh K M	Electrician	9745823374
27	Mr. Varghese P I	Electrician	9446725302
TRANSPORTATION			
28	Abdul Nazar A M	Transport Officer	9846964092
29	Shakeer A. S.	Driver	9961614590
30	Mohammad P	Driver	9995510202
31	Sulaiman V	Driver	8330091752
32	Zakkariya P V	Driver	8138848579
33	Shamsudheen C K	Driver	9745263614
34	Mansoor	Driver	8281868780
35	Aravindan A P	Driver	9447626504
36	Sreenivasan V K	Driver	9656881699
37	Ibrahimkutty K V	Driver	904555167

SECURITY SECTION			
38	Mr. Saidu A S	Security Supervisor	9645645459
39	Mr. Sudhakaran	Security Guard	9744971210
40	Mr. P. A. Ramakrishnan	Security Guard	9544871347
41	Mr. Sankaran Nair	Security Guard	9562872901
42	Mr. Rajendran E.	Security Guard	8086451989
43	Mr. Abraham P V	Security Guard	9539675322
44	Mr. Moidunny P M	Security Guard	9526539529
45	Mr. Ramesh M	Security Guard	8113096998
CLEANING SECTION			
46	Abdul Kader K. M.	Cleaning Supervisor	9746544496
47	Vesu Krishnankutty	Cleaning staff	8943101271
48	Sudha T. K.	Cleaning staff	9744627509
49	Ayisha K .P.	Cleaning staff	9947272260
50	Chandrika	Cleaning staff	9562502141
51	Mini M. A.	Cleaning staff	8157824976
52	Vilasini M P	Cleaning staff	9048053825
53	Subaidha V. A.	Cleaning staff	8943021437
54	Rukhiya T. H.	Cleaning staff	9847198301
55	Sheela P A	Cleaning staff	7034929283
56	Mable Byju	Cleaning staff	6238996846

Division of Information Technology (I.T)

	Name of the Faculty	Designation
1	Dr.Devi V	Chairman
2	Mr.Salim V P	Management member
3	Ms.Anu Appukuttan	IT division Head
4	Mr.Krishnakumar R	Admin
5	Mr.Bineesh K B	Admin
6.	Ms.Amrutha M Chemanoor	Member
7.	Mr.Jacob John	Member
8.	Ms.Apsara Panicker	Member
9	Mr.Bijeesh P	Member
10	Ms.Lemya Sainudeen	Member
11	Ms.Sharmila K P	Member
12	Ms.Siji P V	Member
13	Mr.Sudev K	Member
14	Ms.Sreevidhya V R	Member
15	Ms. Anumol P S	Member

10 FACILITIES AND AMENITIES

College Buses

Ample transportation facilities are available to cater the needs of the Students and Staff. There are regular trips to Perumbilavu, Kuttippuram, Edappal, Ponnani, B.P Angadi, Kumaranelloor, Kochannoor, Punnayoor, Kuranjhiyoor, Thanneerkode, Kunnamkulam, Anjoor, Vadakkekad, Erangalam, Pazhanji, Thrissur, Paliyekkara, Ollur, Kuriachira, Sakthan Stand, Urakam, Pattikkad, Mannuthy, Cherur, Mundoor, Chenthrapinni, Chavakkad, Mullassery, Vylathoor, Tirur, Valancherry, Alathiyoor, Pattambi, Mattaya, Thirumattakode, Aranghottukara, Thalassery, Chungham, Erumapetty, Velarrakadd, Koottanad, Athani, Kanjani, Ayyanthole, Wadakkanchery, Veliyancode, vattappara Puthanpalli, chalissery. Bus pass is necessary for travelling to special routes. Students are expected to behave decently in the bus. Shouting, howling, singing songs etc should be avoided. They are expected not to tamper with seats, fittings and accessories of the bus. If any item is damaged or spoiled, the cost of replacement of items will be levied from the students as fine.

College Canteen

Students are expected to take food only from college canteen. Taking unhygienic food from outside outlets or shops are not permitted. Care may be taken not to spill food particles on table and floor. The canteen should not be used as a place for gossip and other leisure activities. Students are expected to leave the canteen as soon as they finish their meals or snacks.

Co-Curricular Activities

For all round development of students, a variety of co-curricular activities are arranged for the students.

- Dance
- Music
- Yoga
- Sports
- Technical Fests
- Arts Fest
- Various Clubactivities.

Xerox/Photocopying

Photocopying facility is available in a store near to college library on payment basis.

Students Amenities Cell (SAC)

The SAC offers an extended variety of services to students and staff. It provides note books, records,
RCET Student Handbook & Calendar 2023-2024

adrawing instruments etc.

Vehicle parking facility for students

As per Kerala Government directive students are not permitted to bring motor vehicles inside the campus. A parking area is provided for students outside the college gate, near the mosque. Students are requested to park their vehicles in that area.

Group Tutors

Two Group Tutors are allotted for each class. Students are expected to meet their Group Tutors regularly and converse their study-related and personal problems to them . The group tutors will update the student records which contain all the relevant data of the students and student's performance is communicated on a regular basis with the parents. Class committee is formed in the beginning of each semester comprising students and faculties to discuss the academics as well as the problems.

Mentors

Mentor is a person who gives a younger or less experienced person help and advice over a period of time. In our college every student is allotted to a faculty as the mentee. The mentor will be supervising the academic and non-academic activities of the students, and advise them for the improvement of their studies.

Gymnasium

Gymnasium facilities are available for boy students in the hostel.

Sports Facilities

Facility for sports and games are available in the college. Students are expected to make use of these facilities.

11 GENERAL INFORMATION

Registration

At the beginnings of the semester students are supposed to register for their respective courses. They shall clear all the dues payable to the college and hostel before the registration. A candidate who does not register will not be permitted to attend the end semester examinations.

Uniform

College uniform can be purchased from the Students Amenities Center during college working hours. Students are advised to wear their college identity card whenever they are inside the campus. The students should be neatly dressed in accordance to the college dress code and with the approved uniform during the practical classes. For practical classes the students should wear Lab Coats.

Dress Code for Boys:

1. Formal shirt and pants provided by the college.
2. Formal Black belt.
3. Formal well polished black leather shoe with dark shade socks.
4. Jeans and uniform made of denim materials are not permitted.
5. Shirt must be tucked in all the times.
6. Torn, rugged or soiled clothes of any kind should not be worn.
7. The pants should not be frayed at the bottom.
8. The buckles of the belt can be either conventional box frame or plate frame style. End of the belt should not hang down from the belt-loops.
9. Body piercing or tattoos are not acceptable. Wearing of earrings, caps, metal chains, wrist bands and similar accessories are not permitted.
10. Hairstyles are expected to be neat, tidy and sensible. The long hair grown below the collar is not acceptable. Beards and mustaches must be neatly trimmed and well groomed at all times or else clean shaven.

Dress Code for Girls:

1. Formal salwar suit with overcoat issued by the college.
2. Formal shirt, pant and overcoat issued by the college from 2022 batch onwards.
3. Black Shawl/Mafta (optional).
4. Formal Black cut shoe with dark shade socks.
5. Jeans and uniform from denim materials are not permitted.
6. Body piercing or tattoos are not acceptable(ear piercing exempted).
7. Multiple and dangling earrings are not permitted.
8. Hair styles are expected to be neat and tidy and well groomed. All jewelries worn should be simple and modest.

Continuous evaluation & Sessional Marks

Continuous evaluation for internal assessment includes class tests, series exams, model exams, assignments and attendance for each subject in separate.

The class average of the subject is maintained in limits as per university regulations. The normalization procedure specified by university is followed to regularize the marks.

12 ANCILLARIES

Parent, Teacher & Management Association (PTMA)

The Parent, Teacher & Management Association is actively involved in aiding smooth functioning of the college. The objectives of the association are

1. To work for the welfare of the students and the institution and to offer constructive suggestions for the smooth and successful functioning of the college.
2. To promote better participation of the parents in the various programs of the college and to establish better liaison with teachers.

All parents / guardians of the students, members of teaching faculty of the college and management representatives are members of the association. It is compulsory for a parent / guardian of a student to be member of the Parent Teacher Association.

PTMA Executive Committee

Dr. Devi V	Principal	8714549416
Mr. Salim V. P	Management Representative	9946892002
Mr. Moidunny N. V	Management Representative	9846984699
Ms. Sharmila K. P	Vice President	9846621610
Mr. Krishnakumar R	Secretary (faculty)	9895088964
Mr. Ashokan	Member (Parent)	9747530258
Mr. Bineesh K B	Member (faculty)	9747038796
Ms.lhsana Muhammed P	Member (faculty)	7510843979
Mr. Haridas	Member (faculty)	9847202932
Ms. Radhika E R	Member (faculty)	7356877926
Ms. Ariya Jayan V	Member (faculty)	8943341826

Activities

- PTMA conducts executive meetings once in a month to discuss problems if any related to students.

- Best Student Award for each branch of outgoing batch.

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- Contributed fund for Arts Festival and NSS activities.
 - Memento distribution for students.
 - Contributed fund for cultural events performed by students in Vanithalokam award function conducted by Kairali We channel.

RACE (Royal Advanced Career Enrichment)

The demand for technically competent engineering graduates has been growing year after year. However, the employability factor of the students passing out from various colleges and universities is very low. The RCET Management resorted not to happen this with our students. While providing quality technical education, we are also keen to make them Industry relevant and ready to place candidates through a new program Royal Advance Career Education centre (RACE). As a part of this, we have entered into strategic partnerships with Industrial firms, Universities and technology leaders from various areas of specialization. Students have the option to take Diploma and Certificate courses in Instrumentation, Automation, Embedded systems, High end software programming, VLSI Design, Chip level programming etc. We conducted courses like Post Graduate diploma in Industrial Automation (PGDIA), Building Information Modelling (BIM), CCNA, Electrical Utility System Design, HVAC Designing & Drafting and Certified Quality Controller for various departments. At the outset, the students should have overcome their lack in understanding the real - time exposure that's required to be Industry ready Engineer and to work in the global scenario.

The members are:

Mr. Devadas P	: Convenor (AP/ME)
Ms. Niya E C	: AP/CSE
Mr. Swathy S G Nathan	: AP/CE
Ms. Savitha Vasudevan	: AP/ECE
Ms. Insha Mohammed Rafi	: AP/AD

Alumni Association

Alumni Association of the College was formed in 2011. A web portal, www.alumni.royalcet.ac.in has been launched exclusively for alumni activities.

Different clusters of RCET alumni association are formed in different regions

1. Era Emirates Royal alumni at UAE
2. RCET alumni at Qatar
3. RCET alumni at Bengaluru
4. RCET alumni at Chennai

The objectives of the association are:

- To create a platform for Alumni interaction.
- To foster relationships between the alumni and the students.
- To provide a forum to establish link between the alumni, faculty and students.
- To get participation of alumni in the development activities of the college.
- To provide financial help to deserving students depending on the availability of funds.
- To develop Industry Institute Interaction through alumni members.
- To improve placement opportunities for fellow alumni and fresh graduates.

The office bearers of the Alumni Association are as follows,

President	: Dr. Devi V (Principal)
Vice President	: Mr. Krishnakumar R (HoD/ECE)
Treasurer	: Ms.Ihsana Muhammed(AP/CSE)

National Service Scheme (NSS)

National Service Scheme has emerged as a powerful and dynamic youth movement in this country. NSS is acting as a catalyst to build up the right type of leadership in an Institution. The main aim of the scheme is to provide opportunities to the teachers and students to gain valuable practical experience through community service. A unit of the NSS cell (Tech.) [unit no.143] is functioning in the college. NSS is acting as a catalyst to build up the right type of leadership in the institution. The main aim of the scheme is to provide opportunities to the students to gain valuable practical experience through community service.

Duties of NSS volunteer

1. To understand the community in which NSS volunteers work.
2. To understand themselves in relation to their community.
3. To identify the needs and problems of the community and involve them in problem solving process.
4. To develop among themselves a sense of social and civic responsibility.
5. To utilize their knowledge in finding practical solution to individual and community problems

Program Officer	:	Mr. Krishnakumar R	Volunteer
Secretary (Male)	:	Mr. Muhammed Anshif (S5 AD)	
Volunteer Secretary (Female)	:	Ms. Noor Fathima (S5 CSE)	

Achievements

Academic Year 2021-2022	:	Special state appreciation award for blood donation camp.
Academic Year 2020-2021	:	Prakruthi Samrakshana Sangam Award.
Academic Year 2019-2020	:	Special appreciation award NSS unit - 143.
Academic Year 2018-2019	:	Special appreciation award Mr. Krishnakumar R., program officer
Academic Year 2018-2019	:	Special appreciation award NSS unit - 143
Academic Year 2016-2017	:	Best Volunteer Award - Ms. Lekshmi Devi – S7 EEE
Academic Year 2015-2016	:	Best Volunteer Award - Mr. Mohammed Muneer C. K - ME
		Best Program Officer - Mr. Krishnakumar R
		Best College Award - RCET
Academic Year 2014-2015	:	Best Volunteer Award - Mr. Vivek P.B – CSE

Internal Complaints Cell

It has exclusive power to receive and address complaints from any of the female members of students, teaching and non-teaching staffs of the college.

Women's Club

Royal College of Engineering & Technology "Women's Club" run exclusively by girls for girls. All of its programs are aimed at achieving the dictum of Embodiment, Empowerment and Enhancement of Women.

Objectives:

- To offer awareness programs / Guest Lectures and Workshop for female gender to empower and advance their development as individuals in their own right.
- To organize entertaining & educational activities for development of women.
- Raising awareness about women rights.

Staff in charge : Ms. Radhika E R (Asst. Professor, ECE)

Mob. No. : 7356877926

Technical Chapter

The following technical chapters are actively working in RCET

ISTE, IEEE, IE(I), IETE, CSI

Student Chapter

ISF, IEEE SB, IE(I) SB

Smart Class room

RCET implemented a Digital Classroom, in collaboration with Pearson, one of the Largest Education company. This has opened its vistas to an entirely new world of education where, with the aid of the computer, the Students are transported from mere learning „from the talk and chalk method“ to a world of visual appeal and interest. Both the Teachers and Students are empowered and enlightened, as better teaching – learning process is facilitated. The students’ learning is enriched with the added use of graphics, video, self-explanatory diagrams, Concept maps, 3D interactivity, Worksheets, Quizzes, E - books and previous question papers – all of which are regularly updated and it has a long lasting effect on the retention of the students.

IIT Bombay Remote centre

We feel accolade for being a unique private sector under Calicut University serving as a Remote centre to IIT Bombay to enhance the technical skills of students as well as the teaching skills of faculty members in engineering subjects. Events are conducted in college using multi - way visual interaction. Tutorials and labs are conducted by experienced faculties from the college, trained earlier by the expert from IITs.

SDPK LAB (SKILL DELIVERY PLATFORM KERALA)

RCET has been approved as one of the authorized training partner for SDPK Project(Skill Delivery Platform Kerala)in association with Kerala State IT infrastructure Limited(KSITI), Kerala IT Mission, ICT Academy. The vision of SDPK is to impart industry-relevant employability skills to engineering, polytechnic and graduate students across the State.The SDPK is conceptualized using a modern technology-enabled learning platform (Cisco Telepresence solution) that will enable remote delivery of high quality skill programmes devised by the industry. The highlight of SDPK is the partnership with the industry to deliver world-class skill development training programmes which will help students from all branches of engineering to interact with industry experts and get trained. Telepresence uses high-definition equipment to replicate face-to-face communication virtually. The interactive system uses a video wall incorporating multiple cameras, touch-enabled screen,directional speakers, microphones and monitors to create life- like visual and audio clarity.

Discipline / Anti- Ragging Committee

A Discipline / Anti- Ragging Committee are functioning in RCET with the following members:

Anti Ragging Committee/ Discipline Action Committee & Documentation/ Anti Narcotic Cell	Dr.Devi V	(Principal),Chairperson
	Ms. Amrutha Chemmanur	Convener
	Mr. Krishna Kumar R	HoD/ECE, Warden
	Ms. Sharmila K P	Administrative Officer
	Dr. E Babu Raj	HoD/CSE
	Dr. N Muthu Kumaran	HoD/CE
	Dr. Kiran P	HoD/AD
	Mr. Jacob John	HoD/AS&H
	Dr. Shanavas S	HoD/ME
	Mr. Bijeesh P	HoD/Physical Education
	Ms. Asheera L	AP/AS&H
	Ms. Athira Premkumar	AP/CE
	Mr. Sudev K	Deputy Warden, MH
Ms. Apsara Panikar	Deputy Warden, LH	
Members from Local Administration, Police Department, Parents and Students on need and issue based situation.		

Student's Welfare & Grievances Redressal committee

Student grievance cell is functioning in our campus to develop a responsive and accountable attitude among all the stakeholders in order to maintain a harmonious educational atmosphere in the institute.

The cell deals with grievances received in writing from the students about any of the following matters.

- 1.Academic matters: Issue mark sheet, TC, conduct certificate etc.
2. Financial matters: Due on par various items. from library, hostel etc.
3. Other matters: About conditions of sanitation, preparation of food, availability of transport

The student's grievance cell is fully automated in our College. In this context we have introduced Linways Grievance Management System which is now available in Linways AMS. Through this, students can report any issues they face to higher authorities and authorities can take necessary actions against those issues. Also students as well as their parents can check the attendance, Internal assessment marks, Series test marks, assignment marks etc using the Login id provided

by the college.

The members are:

Dr. Devi V	: Principal, Chairperson
Mr. Jacob John	: HoD/AS&H
Dr. Shanavas S	:HoD/ME
Ms. Radhika E R	:AP/ECE

13 BEHAVIOUR AND DISCIPLINE

1. Students shall not convene any meeting of any nature within the premises without the written permission from the principal.
2. Students shall not stick or distribute any posters, notice etc. which will adversely affect the discipline and smooth functioning of the college.
3. As per the Court order usage of mobile phones inside the campus is strictly prohibited.
4. As per Govt. orders, two wheelers are not permitted inside the campus. Special zone is marked for parking two wheelers.
5. Students shall not remove the furniture or equipments belonging to the college without the permission from the authorities.
6. Students are not expected to loiter in the campus after the commencement of the classes.
7. Students have to be in their classes on time. Late attendance is not permitted.
8. All students are expected to uphold the sanctity and dignity of our institution.
9. Smoking inside the campus is totally prohibited.
10. Ragging is a serious criminal offence. Whoever contravenes the rules against ragging shall be rigorously punished.

14 HOSTEL - RULES AND REGULATIONS

College has their own hostels within the campus where 150 boys and 300 girls can be given accommodation. Hostels are under the control of Warden. Matrons and Resident tutors are appointed to look after the discipline.

Following are the standing rules of Royal College of Engineering and Technology Hostels. Violation of the rules will be treated as gross indiscipline and action will be taken against offenders.

General Rules

1. The hostel committee shall be in charge of the overall administration and control of the hostel.
2. The Warden assisted by the resident Tutor/Matron, is in charge of maintenance of discipline and all matters connected with the regular working of the hostel.
3. The hostel committee reserves the right to refuse admission to any applicant.

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4. Any student after admission shall on no account leave the hostel without the permission of the warden / Resident Tutor.
 5. Hostel rooms will be allotted to the inmates at the discretion of the warden. Rooms once allotted will not be interchanged in between the academic year.
 6. Inmates of the hostel will be responsible for the safety of the articles supplied to the rooms. They shall not tamper with the electrical installations, sanitary fittings, furniture and other hostel properties. If any damage is done, compensation will be levied from the persons responsible for it.
 7. Inmates are expected to switch off fan and light after use and lock the rooms when they are going out. Extra connection, if any, may be done only with the permission of the resident tutor.
 8. All inmates must be in their rooms before 6.00 PM (ladies) and 7.30 PM (gents) before closure of the hostel gates. Permission should be taken from the resident tutor to move in or out, in case of an emergency.
 9. The Matrons / Supervisor shall take the room attendance of inmates after 7.30 PM in girls and boys hostel.
 10. If any of the inmates leave the hostel without prior permission, the matter will be reported to the Resident Tutor (RT) by Supervisor/ Matrons immediately. The RTs will report to warden for further necessary disciplinary action.
 11. Shouting, reading aloud, singing, playing stereo and such other acts causing disturbance to other inmates inside the hostel must be avoided. Members are not permitted to convene meetings of any sort anywhere in the hostel or its premises. No circular or subscription list shall be taken around.
 12. Smoking and consuming alcoholic drinks in the hostel premises are strictly prohibited. Inmates are not to indulge in fighting and using abusive languages in the premises. Use of crackers and fireworks in the hostel buildings are prohibited.
 13. Visiting hours in the hostel is decided by the warden.
 14. Students staying in the hostel are supposed to pay the Hostel fee on or before 10th of every month.
 15. Students should occupy their own rooms during the study hours (8.30PM to 10.30 PM).

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16. Anything which interferes with student's studies must be avoided at all times. Silence hours will be observed from 10.30 PM to 7.00 AM on all days. No noise of any sort will be permitted during the silence hours. Serious action will be taken on the breach of this rule.
 17. All complaints regarding repairs/maintenance in the Hostels must be entered personally by the students in "Complaint Registers" maintained in the security room.

Girls Hostel Rules

1. Those students who reach home before 6 pm are permitted to leave hostel after working hours.
2. Parents should inform matron as soon as they reach home.
3. Students are not permitted to extend their leave without permission.
4. At least three days before students should submit their out pass request to resident tutor.
5. Those applying for out pass must state the date and time of her intended departure and return as well as the destination, reaching time, parent's/local guardian phone number, student's phone number, and enter all these details in the in-out register maintained in the security room.
6. Students should return their out pass to the matron as soon as they reach hostel.
7. If there is any inconvenience to reach back the hostel as mentioned in their request, it should be informed to the matron.
8. Students can use their mobile phones [Without Camera] from 4:30 - 7:30 pm in the evenings which is to be handed over back to the Resident tutors after use and take them whenever they go home.

Important Phone Numbers of Hostel

Chief Warden (Principal)	: Dr. Devi V	8714549416
Warden	: Mr. Krishnakumar R. (HoD/ECE)	8593050707
Deputy Warden (Boys'')	: Mr. Sudev K. (Librarian)	9497085934
Deputy Warden (Girls'')	: Ms. Apsara Pancicker. (AP/CSE)	9497276891
Mess Manager	: Mr. Sulthan	7025453548
Girls'' Hostel Matron	: Ms. Thankamani	8593010707
Girls'' Hostel Matron	: Ms. Kunjamma	8593080707

15 ATTENDANCE AND LEAVE REGULATIONS

Attendance

1. Students should not be absent for the classes without seeking prior permission from the HoD through group tutor.
2. Late comers will be allowed to enter the class room only after getting permission from the Head of the Department.
3. Staff members should take attendance at the beginning of each period. A student who is not in the class room, when the attendance is taken, shall be marked absent for that particular period.
4. Monthly consolidated attendance will be published.
5. The attendance of each student shall be totalled at the end of every month and displayed on the Notice Board.
6. Attendance for series tests / Model exams is compulsory. The students should prepare well and write the tests with involvement.
7. Students must neither leave the station before the holidays nor return late after the re-opening. Infringement of this rule will be seriously viewed and suitable action will be taken

Leave Rules

1. Without prior permission, students are not permitted to take leave.
2. Application stating the reasons for the leave and proper recommendation by the Group Tutor should be submitted to the Head of the Department in the prescribed form available from the SAC.
3. Applications for leave must be submitted in prior. In case of any valid inconvenience in doing so, the application should be submitted within 5 working days from the end of leave period.
4. Leave may be granted only if the sanctioning authority is convinced with the genuinity of reason.
5. When leave is sought for a period exceeding three days on reasons of ill health, the application should be supported by proper Medical Certificate.

Duty Leave Rules

1. The duty leave for the activities organized at the Department / College level can be availed only with the prior permission of Head of the Department / The Principal.
2. The maximum number of duty leaves a student can avail during a semester is limited to 10% of the total working hours inclusive of all the activities conducted.
3. Special sanction for participating in Sports, Games, Zonal Art Fest, Inter Collegiate Technical Fests, Seminars etc can be obtained from the Principal on selective basis which will normally be restricted to the meritorious students.

B Internal Assessment

Internal Assessment Test Marks

Semester: Number of back papers upto Sem:

Name of the Subject	Series Test 1	Series Test 2	Retest	Assignment 1	Assignment 2	Subject Teacher

Percentage of Attendance in Current Semester :

Parent/Guardian

Group Tutor

HOD

E Important Days

Important Days	Days
National Youth Day	January 12
Army Day	January 15
National Science Day	February 28
International Women’s Day	March 8
International Day for the Elimination of Racial Discrimination	March 21
World Forestry Day	March 21
World Day for Water	March 22
World Health Day	April 7
World Aviation and Cosmonautics Day	April 12
May Day (Workers’ Day; International Labor Day)	May 1
World Red Cross Day	May 8
Mothers’ Day	May 13
World Telecommunication Day	May 17
Anti-terrorism Day	May 21
National Maritime Day	May 22
Commonwealth Day	May 24
No-Tobacco Day	May 31
World Environment Day	June 5
Poor’s Day	June 28
Doctors Day	July 1
World Population Day	July 11
Hiroshima Day	August 6
Nagasaki Day	August 9
Quit India Day	August 9
Independence Day	August 15
National Sports Day	August 29
Teachers’ Day	September 5
World Literacy Day	September 8
World Engineer’s Day	September 15
Air Force Day	October 8
Post Office Day	October 10
UN Day	October 24
National Solidarity Day	Dec 20

F Important Telephone Numbers

APJ Abdul Kalam Technological University	0471 2598122
University of Calicut	0494 2407227
Thrissur District collector	0487 236 1020
Superintendent of police	0487 2361000
DYSP office, Kunnamkulam	04885 226666
Erumapetty police station	04885 262240
KSRTC Bus station, Thrissur	0487 2421842
KSRTC Bus station, Guruvayur	0487 255 6450
Railway station, Thrissur	139, 0487 2423150
Postal office, RSMT.	0487 2423531
Postal office, speed post	0487 2425302