



sasi INSTITUTE OF
autonomous TECHNOLOGY &
ENGINEERING

Accredited by NAAC with "A" Grade,
Recognised by UGC under section 2(f) & 12(B)
Approved by AICTE - New Delhi
Permanently Affiliated to JNTUK, SBTET,
Ranked as "A" Grade by Govt. of A.P.,

Ref: SITE/AO/CC/07/2021-22/01

Dated: 12.07.2021

Order of the Principal dated 12.07.2021

OFFICE ORDER

Sub: Guidelines for conduction of Certificate Course(CC) for A.Y 2020-21-
reg.

Ref1: Letter dt. 10.07.2021 from Dr T V Rama Krishna, Co-Ordinator, IQAC

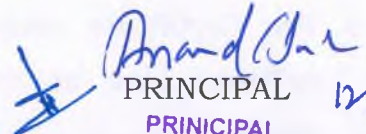
Ref2: Revised Engineering Curriculum B. Tech Regular / Honors / Minor
2020, Andhra Pradesh State Council of Higher Education,

The following are the guidelines for conduction of certificate course

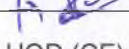
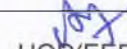
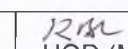
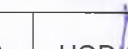
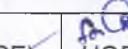

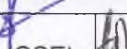
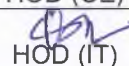

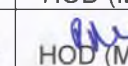
1. Minimum number of the 40 Hours is required for internal certificate course teaching.
2. Relevant certificate course instructor must compulsorily do the project works and app development.
3. All B.Tech students must compulsory complete **five** certificate courses on or before the completion of the 7th semester as per Revised Engineering Curriculum B.Tech 2020 by Andhra Pradesh State Council of Higher Education
4. Certificate course shall be conducted with 75% internal faculty and 25% external resource persons.
5. The Certificate course content should **not be there in the regular syllabus** and at the same time it should be **useful for getting placements**.
6. It is decided to pay **Rs.500/- per hour**(Min 50 members) to the teaching faculty as remuneration to the internal faculty members who will be teaching Technical Certificate Course.

7. Certificate course teaching load exclude from regular academic and administrative load.
8. Technicians/ Programmers working after office hours for the purpose of Certificate course will be paid the amount **Rs.100/- per hour**.
9. The detailed course plan and evaluation module will be exactly in line with that of any other regular course offered by the department.
10. Minimum fee for certificate course registration is **Rs.1,400 +GST** for internal conducted courses.
11. Maximum fee for certificate course registration is Rs. **9,000/- +GST** for external conducted courses.
12. For external conducted total Certificate course fee is distributed to **40 %** of total fee paid to SITE management + **60 %** of total fee paid to approved external resource persons
13. For internal conducted total Certificate course fee is distributed to **40 %** of total fee paid to SITE management + **60 %** of total fee paid to Individual Department
14. All the HODs are requested to submit the action plan of Certificate courses for the academic year 2021-2022 on or before 30th July 2021 to Professor in-charge, Certificate Courses.

Si.No	Title of the Certificate Course	Taught by external/internal	Name of the Certificate course coordinator	Proposed CC fee in Rs.


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SASI INSTITUTE OF TECHNOLOGY & ENGINEERING
TADEPALLIGUDEM - 534 101
W. Dist., (A.P.)

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 All Dept. of faculty members

 HOD (CE)	 HOD (EEE)	 HOD (ME)	 HOD (ECE)	 HOD (ECT)	 HOD (CSE)	 HOD (CST)
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