STUDENT RESOURCE BOOK (2022-23)
Part-I

NMIMS (Deemed-to-be) UNIVERSITY

Message from Vice-Chancellor

Welcome, and Congratulations on joining NMIMS!

You have joined an institution that has the legacy of developing some of the most successful professionals and industry leaders.

NMIMS is ranked among India's top universities and awarded global and national accreditations at the highest level. Our School of Business Management is AACSB accredited, and five of our Engineering programs are ABET Accredited. You have joined the University, which has a successful track record of growth. We believe in sustaining the quality of education through our assurance of learning process and by offering a world-class learning experience. NMIMS strives toward excellence in all its endeavors. NMIMS students and faculty have earned national and global recognition. Our research and industry partnership is comparable to the best in the world.

The four pillars of NMIMS building blocks are: (a) knowledge creation that is relevant and applied, helping Society to know the unknowns, demonstrating the leadership and meeting expectations in knowledge creation, and (b) enhancing teaching and learning through "Assurance of Learning" System, (c) making NMIMS known/recognized for its academic excellence and the most preferred institution of learning, and (d) aligning stakeholders and meeting their aspirations. NMIMS aims to work towards these building blocks through a culture of dialogue, collaboration, and mutual trust.

The University's innovativeness is borne by many programs visualized in a value-driven manner. NMIMS has always believed in remaining relevant and, at the same time, engaging in knowledge generation and dissemination. NMIMS faculty today is an eclectic mix of young and young at hearts, having academic and industry experience and those with national and foreign qualifications. With this mix of faculty, you will have the opportunity to learn from NMIMS's ethos to develop socially sensitive professionals and live in harmony with the environment.

NMIMS has a facilitative administrative and academic system. The Dean or Director of the Schools or Campus is the voice of NMIMS. There are appropriate channels and structures to respond to student grievances.

The student resource book guides you on university rules and regulations and will help you navigate your journey here at the NMIMS. During your stay at NMIMS, we would like to ensure clarity and transparency in our communication. The Student Resource Book (SRB) has been divided into three parts. Part I comprises University information and rules and regulations that you would need to know. Part II has school-specific details for your effective and smooth interaction with the school, and Part III has annexures. Also listed are facilities provided by the institution.

Please do spend some time and go through this information carefully so that you do not miss out on any opportunity that NMIMS may have to offer you. The SRB contains a Student Undertaking page at the end of the document, which you are required to sign and submit to your course coordinator by the suggested date.

We would also like your support to maintain and enhance the University's image and uphold its values. We value your feedback.

Dr. Ramesh Bhat
Vice Chancellor

Content

Student Guidelines
(With effect from June 2022)

1 About these Guidelines:

1.1 These guidelines provide norms for daily functioning of the NMIMS and ensure appropriate usage of infrastructure and effective academic delivery for students.

1.2 This compilation of guidelines comes into effect from June 2022 onwards and supersedes all other guidelines in respect of matters therein.

1.3 These guidelines are applicable for all schools & campuses under NMIMS Deemed–to-be University located across the country.

1.4 This document of NMIMS is student guidelines, rules and regulations. While efforts are made to ensure uniformity & consistency between these guidelines and the Rules & Regulations of NMIMS. In the event of any dispute, the Students Resource Book will prevail.

1.5 The management has the right to change the guidelines to meet the institutional objectives and the decision of the management will be binding on the students.

1.6 NMIMS has the right to make any changes as it may deem fit in terms of the program content, name of the Degree / Diploma, duration, method of delivery, faculty, refund policy, evaluation norms, standard of passing, guidelines, etc. In case of any dispute or differences about the program, the decision of the Vice-Chancellor of SVKM'S NMIMS will be final and binding on all the participants.

1.7 All disputes are subject to Mumbai jurisdiction only.

2 General Guidelines:

Code of Conduct:

2.1 Cleanliness of the premises must be maintained by everyone in the NMIMS at all points of time.

2.2 Use of cell phones on campus is **not** permitted. Any student found using the cell phone in campus would be penalized as per the regulations in force from time to time.

2.3 There is an acute shortage of parking space and the students are requested to park their vehicles outside the premises.

2.4 Any problem with regard to administrative facility, faculty, classrooms etc., must be addressed through the class representative who will take it up with the course coordinator. In the absence of a satisfactory response, the student may approach the Assistant Registrar /Deputy Registrar/ Dean/Directors of the school/ Registrar, NMIMS.

2.5 Mode of Communication to students is via Student Portal / email /Notice Board. Students are advised to check the Student Portal / email /Notice Board at least once a day, and not rely on rumour or hearsay in any matter.

2.6 All students are provided with an Identity Card, which they are required, to wear **mandatorily**. Entry is strictly through Identity Card and will be monitored by the NMIMS authorities. Penalty will be levied / action will be taken for non-compliance. If the student misplaces the original ID-Card, duplicate ID-card be issued from school by paying the prescribed fee. ID card is used for access control to NMIMS campus.

2.7 Student should make use of flap barriers (wherever deployed and operational) to enter/exit school premises. Biometric Print plus ID cards is mandatory requirement at NMIMS. However, under the COVID-19 scenario and as per UGC guidelines to go touchless, students can enter/exit the premise by just showing their ID cards on biometric device. (Biometric is disabled to avoid touch for now).

2.8 Student must not use ID card of any other student.

2.9 In case student forgets to carry ID card, they should approach security and complete the process to get the requested access. Any grievances related to ID Card should be raised to biometricregistration@svkm.ac.in

2.10 Students are requested to keep safety procedures in mind at all times. Fire extinguishers are placed in strategic areas in order to ensure the safety and welfare of everyone at NMIMS. Tampering with fire extinguishers or any part of the fire alarm system is a serious offence.

2.11 Any person resorting to physical fights will amount to ragging and appropriate action will be viewed accordingly.

2.12 If any student during the tenure of studentship has police case on his/ her name, he/she is liable for appropriate action.

2.13 Any comments posted in social media, print attempting to bring disrepute to University will be viewed very seriously and will attract severe disciplinary action.

2.14 NMIMS has zero tolerance policy towards misbehaviour, discrimination of gender sensitivity, indulgence into unethical practices including possession and consumption of drugs, alcoholic drinks, harassment, violence, non-obedience, non-compliance and any action that will bring disrepute to the University etc. by any student.

2.15 University will reserve the rights to take action appropriately.

2.16 In case of Lecture Cancellation, the course coordinator will inform said changes to class representative/ respective students through the Student Portal /email /Notice Board. Class representatives will not arrange any extra lectures, guest lectures, and lecture cancellations directly with the faculty on their own.

2.17 Classrooms are fitted with an LCD projectors / Smart Boards for the utility of the faculty and the student. In case a student requires an LCD / Smart Boards for his/her presentation, he/she must make a prior booking through course coordinator. Portable LCD's if required are allotted on first come first serve basis.

CODE OF CONDUCT	LINE OF ACTION
Alcohol and Other Drugs The unlawful possession, use, purchase or distribution of alcohol, illicit drugs, controlled substances (including stimulants, depressants, narcotics, or hallucinogenic drugs) or paraphernalia or the misuse of prescription drugs including sharing, procuring, buying or using in a different manner from the prescribed use or by someone other than the person for whom it was prescribed.	a. Suspension from attending college pending enquiry. b. Rustication from the school / campus / hostel
Assault, Endangerment or Infliction of Physical Harm Physical restraint, assault or any other act of violence or use of physical force against any member of the campus or any act that threatens the use of physical force.	Suspension from attending college pending enquiry.
Banners, Chalking and Posters Defacing of Campus property by means of Banners, Chalking and Posters.	Severe disciplinary action will be taken.
Bullying, Intimidation, and Stalking **Bullying.** Bullying includes any electronic, written, verbal or physical act or a series of acts of physical, social or emotional domination that is intended to cause physical or substantial emotional harm to another person or group. **Intimidation**. Intimidation is any verbal, written, or electronic threats of violence or other threatening behaviour directed towards another person or group that reasonably leads the person(s) in the group to fear for their physical well-being. **Stalking.** Stalking is engaging in a course of conduct, repeated acts or communication towards another person, including unauthorized following, which demonstrate either an intent to put another person in fear of bodily injury or cause the person substantial emotional distress.	a. Suspension from attending college pending enquiry. b. Any person resorting to such act will amount to ragging and appropriate action will be taken.
Discrimination, Including Harassment, Based On a Protected Class Discrimination, including harassment, based on an individual's sex, race, colour, age, religion, national or ethnic origin, sexual orientation, gender identity or expression, pregnancy, marital status, medical condition, veteran status, disability or any other legally protected classification.	a. Suspension from attending college pending enquiry. b. Rustication from the school / campus / hostel
Disorderly Conduct Excessive noise, which interferes with classes, school offices or other activities; Unauthorized entry into an area or a closed meeting. 1 Conduct that restricts or prevents faculty, staff or student employees from performing their duties, including interruption of meetings, classes or events; 2 Any other action(s) that result in unreasonable interference with the learning/working environment or the rights of others.	Abstain from attendance for the affective lecture / event.
False Representation Provide false information or make misrepresentation to any school office, forgery, alteration, or unauthorized possession or use of school documents, records, or instruments of identification, forged or fraudulent communications (paper or electronic mail).	a. Suspension from attending college pending enquiry. b. Rustication from the school / campus / hostel

Fire Safety	
Tampering, interference, misuse, causing damage and/or destruction of fire safety and fire prevention equipment	Severe disciplinary action will be taken.
Theft, Vandalism, or Property Damage Theft, negligent, intentional, or accidental damage to personal or school property	a. Suspension from attending college pending enquiry. b. Rustication from the school / campus / hostel.
Unauthorized Entry or Access / Unauthorized Use of school Facilities or Services Unauthorized entry into or presence within enclosed school buildings or areas, construction sites, and student rooms or offices, even when unlocked, is prohibited.	a. Suspension from attending college pending enquiry. b. Rustication from the school / campus / hostel
Weapons and Fireworks Possession or use of firearms including rifles, shotguns, handguns, air guns, and gas-powered guns and all ammunition or hand-loading equipment, knives etc. Possession or use of fireworks, dangerous devices, chemicals, or explosives	a. Suspension from attending college pending enquiry. b. Rustication from the school / campus / hostel

2.18 **Discipline Norms and Penalty:**

2.18.1 A disciplinary committee constituted in each school, will look into all cases of indiscipline related to students. The committee comprises Chairperson / Head of the Department, one faculty member and one staff member. The committee will hear each case and recommend action to the Dean and then to the University. On approval by the Vice Chancellor appropriate action will be initiated by the school. **For names of committee members at the school level, refer part II of SRB.**

2.18.2 Woman Grievance Redressal committee constituted in each school comprises Chairperson / Head of the department, one lady member (from faculty or staff), and two more members of the school. The committee will address all related issues and recommend action to the Dean and the University. On approval by the Vice Chancellor appropriate action will be initiated by the school. **For names of committee members at the school level, refer part II of SRB.**

2.18.3 NMIMS campus including premises of all schools/colleges and hostels are earmarked as non-smoking zones. Possession and Consumption of alcoholic beverages / toxic materials and presence on the campus under the influence of alcohol/ toxic material/ addictive material is a serious offence. Defaulters will be punished depending on the gravity of act. Any student found consuming or in possession of any objectionable material will be rusticated from the hostel, school and the campus. Further after enquiry confirmation, the student's name will be struck off from the roll of the University.

2.18.4 Impersonation will also lead to rustication and subsequent deletion of the student's name from the roll of the University after enquiry.

2.18.5 Students indulging in Sexual Harassment will also be liable to disciplinary action as per University norms.

2.18.6 In all matters of indiscipline and indecent behaviour, Chancellor of the University will be the appellate authority. Ombudsman is appointed by the University who would look into such cases referred by Chancellor and their decision is final and binding. Violations if any on the part of the students will be dealt with as per the existing rules, regulations and provisions. Depending on gravity of Act, the student can be rusticated from the school. NMIMS will not be held responsible for any actions which will be initiated by the regulatory authority like police, corporation etc.

2.19 **Dress Code:**

NMIMS's visitors include, corporate leaders and international visitors. For this purpose, it becomes essential to adhere to broad guidelines for dress and appearance.

Students are required to be dressed decently (Half pants, shorts, short skirts, bathroom slippers are not allowed).

For all functions of the School/ University, including Guest Lecture, seminars and conferences students are required to dress in formals, Institute blazer, Tie/ Cravat, Lapel Pin.

2.20 **Punctuality**

    2.20.1   Classes will begin on time. Late coming is not permitted. Faculty have the authority to restrict late comers to enter in the classroom.

    2.20.2   Students are required to be present for all events of school/ NMIMS University, including the Convocation, Sports Day, Republic Day, Independence Day, Guest lectures, Compulsory workshops, CEO Series, and other events as intimated on the Student Portal / Notice board/ email. Record of attendance will be kept. The school/NMIMS reserves the right to declare compulsory attendance for any event on or off the campus. Absenteeism on events for which attendance is compulsory, will be taken seriously and will be communicated / displayed on the Student Portal / Notice Board/ email from time to time and / or remark on the transcript or any other decision by the management.

    2.20.3   Students are required to be in city on all days of the trimester/semester. If they are leaving the city for personal or institutional work, they are required to obtain prior permission from the HOD/Director/Dean. This applies even to those students who are representing the NMIMS for social, cultural and co-curricular events.

    2.20.4   Students are requested to honour deadlines for submissions of projects, reports, assignments, forms and any other submission to the school or the faculty concerned. Students cannot approach faculty members and others to change or extend deadlines.

3.0   Attendance and leave of absence guidelines for all students:

3.1   **Attendance Guidelines**

    3.1.1   A student is required to monitor his /her own attendance regularly. All doubts regarding attendance should be clarified with concerned faculty within appropriate time (at the end of each class during recess or at the end of class hours of the day). If the student is marked absent even when present, he/she should immediately inform the concerned faculty by submitting a written application justifying his/her stand.

    3.1.2   Attendance report of all the students would be displayed on notice board / Student Portal on monthly basis. If a student has any issue or finds any discrepancy in his/her attendance, he/she should inform the office in writing regarding the same within 3 days of the publication of attendance record. No claim shall be entertained under any circumstances after that. No changes will be permitted once attendance reports are finalized.

    3.1.3   For all absence, prior intimation through prescribed application form is to be given to Course Coordinator. In emergent situations, intimation must be given to Course Coordinator preferably on email within 24 hours of the absence. Any absence without written intimation will be treated as unapproved and will be reflected in the records as such.

    3.1.4   It is sole responsibility of the student to confirm his / her email Id and parents email Id with school academic office.

    3.1.5   Parents of the students shall be intimated with attendance record of their ward if the student has less than 80% attendance on monthly basis through email/SMS. Students have to notify the office in case of change of any contact information of parents. Parents may be called to school to discuss the consequences of remaining absent.

    3.1.6   Students must refrain from approaching the visiting and full time faculty members for attendance related issues and exemptions. They must submit an application to the concerned coordinator for necessary approvals.

    3.1.7   If the student remains absent due to any medical issues he / she should submit medical certificate along with copy of all the medical reports to the office within 3 days of resuming the classes after medical leave. No certificate shall be entertained under any circumstances thereafter.

    3.1.8   Final attendance of Trimester/Semester will be published on Student Portal / Notice board after end of session. If the student has any issues regarding attendance will notify the Dean/Director campus in writing. Dean/Director will ensure data is factual and act accordingly.

3.2 Attendance rules for all schools

3.2.1 100% attendance in classes for each subject/course is required. However, for medical reasons/ personal reasons/ extra-curricular and co-curricular activities/ placement/ institutional work/ other activities etc. relaxation with respect to absence upto 20% may be allowed.

3.2.2 Students, who are having attendance, equal to or more than 80% in each subject, in a trimester/Semester, are eligible to appear for respective Trimester/Semester end examinations.

3.2.3 Exceptional cases for students having less attendance in any subject(s), will be dealt with on case to case basis by Dean/Director of the respective school by giving them an individual hearing. After giving hearing the, Dean/Directors of the respective schools may give them exemption upto 10% on case to case basis to enable them to reach upto 80%. Such students will be eligible to appear for the regular term end examination, subject to approval of exemption from attendance from the Dean of respective School / Director of the respective campus.

3.2.4 After giving 10% exemption by respective Dean / Director if student attendance is below 80% in any subject, he/she has to take re-admission in same year of the study / program of subsequent academic year by paying requisite fees as per prevailing rules of NMIMS and complete all requirements of the program.

3.2.5 Attendance requirements are summarised hereunder:
100% Attendance in each subject is required.

Attendance % (In each Subject/s)	Remarks
80% and above	Eligible to appear for Trimester/Semester End Examinations
70% to 80%	Dean/Director of the respective Schools may give exemption upto 10% on case to case basis by giving them an individual hearing. Such students will be eligible to appear for the regular term end examination, subject to approval of exemption from attendance from the Dean / Director of respective School / Campus.
Below 70%	Have to take re-admission in the same year of study in the subsequent academic year

3.2.6 Any genuine and exceptional case which needs special approval over and above the prescribed limits (including Dean's approval power) can be forwarded with Dean's /Director's comments to committee constituted at University level. The committee will make its recommendations to Vice Chancellor whose decision will be final. The concerned students will be informed about final decision of University by respective Dean/Director of the respective campus.

3.2.7 From the academic year 2021-22, attendance and grading will be delinked wherever it was applicable earlier. Faculty members may give due weightage to attendance in the Internal Continuous Assessment through the component of Class participation or other related activity, which may be referred in Part-II of SRB.

4. Academic Guidelines

4.1 **Credit Structure**

Credit structure is defined in terms of contact hours assigned for various academic components of a programme. This includes class room lectures, tutorials, practical sessions, projects, seminars, lab work, group work and any other academic activity for which contact hours are assigned in the curriculum. The details are as follows:

Trimester Pattern: For trimester pattern programmes the credit details are as follows:

Details	Credit	Equivalence in hours in 10 weeks of Trimester
Class room teaching	1 credit	10 hrs.
Lab/Tutorial/Group/Presentation work	1 credit	20 hrs.
Seminar (subject to schedule throughout trimester)	1 credit	20 hrs.
Project work	1 credit	20 hrs.
Internship	1 credit	40 hrs.
Research paper/ dissertation	1 credit	20 hrs.

Semester Pattern: For Semester pattern programmes the credit details are as follows:

Details	Credit	Equivalence in Hours in 15 weeks of Semester
Class room teaching	1 credit	15 hrs.
Lab/Tutorial/Group/Presentation work	1 credit	30 hrs.
Lab / Tutorial (Applicable for Technical Schools)	1 credit	15 hrs.
Seminar (Subject to schedule throughout semester)	1 credit	30 hrs.
Project work & Dissertation	1 credit	30 hrs.
Internship	1 credit	40 hrs.

4.2 **Internal Evaluation**: The broad components of evaluation for any course/subject may be as indicated below. The total marks for each course with maximum that can be assigned for each component will be as per specific requirements of school. **For details, kindly refer Part II for school specific inputs**

    4.2.1   Class-participation/ Individual presentation in class
    4.2.2   Quizzes/ Class test/ Surprise test/ Assignments (announced/unannounced)
    4.2.3   Individual assignment/ Group assignments/ Presentations/ Decision sheets
    4.2.4   Term papers/Decision sheets/ Project reports
    4.2.5   Research Paper Presentations /Viva
    4.2.6   Tutorials
    4.2.7   Sessional / Mid-term examination
    4.2.8   Any other school specific component

4.3 It is advisable for every course to have at least 3-4 evaluation components. The components of ICA for respective subject should be spelled out at the start of trimester / semester. The approximate time of conduct of these individual components needs to be spread across the full trimester / semester.

4.4 It is the sole responsibility of student to bring to notice any discrepancy in internal marks as soon as it is shared with them. Any changes in submitted ICA marks (after the respective teacher submitted the Dean/Director through HOD / Area chairperson) needs to have special permission and approval from Dean/Director of the School/Campus. **Kindly refer Part II for school specific criteria.**

4.5 Term End examination is a compulsory component. The mode of the Term End Examination will depend on Course Learning Outcomes.

4.6 Duration of examination
    4.6.1   Minimum duration of Mid -Term Examinations: 1 hr.
    4.6.2   Minimum duration of End-Term Examinations: 2 hrs.
    4.6.3   Examination duration can also be more than the above specified time as defined by respective schools.

4.7 The internal evaluation marks once shared with the students and finalized cannot be changed subsequently.

4.8   For all the programs, the weightage for each component will be specified by the Faculty and will form an integral part of the course outline (as per specific requirement of school/programme). The Faculty has flexibility to formulate and implement evaluation system with weightage specified in course outline. While approving the courses, the HOD/Area-in-charge and the Dean/Director/ Associate Dean will ensure that the evaluation components and weightage points assigned to each component are fair. Such evaluation components should be announced to students before commencement of course delivery.

4.9   For grading purpose, the weightage mentioned by the faculty in the course outline will be applied for each component of evaluation irrespective of the marks assigned to the said component for the examination.

4.10   The minimum number of students to offer a course/s will be decided by Dean/Director of respective schools on the basis of total number of students registered in that particular elective courses.

4.11   **Project Guidelines**:

    4.11.1   From time to time Faculty may assign projects to students in their courses.

    4.11.2   After submission, Faculty will also carry out checks of these reports to ensure integrity using software, which can check documents within the batch, across the batch, across past years, worldwide web, etc. Similarity index / plagiarism is a serious offence, which is unethical and illegal. If a student is found guilty (intentionally or unintentionally), it will be considered as misconduct in terms of NMIMS policies and will be dealt with as per rules of NMIMS.

    4.11.3   All policies in regard to confidentiality and discipline needs to be adhere by the student.

    For more details on Academic / Project guidelines, refer Part II for school specific inputs.

5.   Interdisciplinary Offerings (Applicable for Mumbai campus only): –

The interdisciplinary approach of selection of courses across different streams enables students to get the knowledge of other domains. It is applicable for a Master's level program or final year of 4/5 years' programs. The interdisciplinary courses will be offered in two sessions as Fall Session (II week of July – III week of Nov) and Winter Session (I week of January – III week of March). The students from all schools are allowed to choose a maximum of 2 courses, 1 course from the fall session and 1 course from the winter session. Students may opt for the course from the bouquet of courses offered as an additional credit course or in lieu of any courses offered by home school. The details of the courses offered and registration /date will be intimated to the students by the Home school (The students admitted to this school). The students have to register through the Students portal only.

6.   CHOICE BASED CREDIT SYSTEM (CBCS) (Applicable for Mumbai campus only): -

The CBCS offering is a concept, which is in line with the international academic system. Students may opt for the course from the bouquet of courses offered in CBCS in lieu of a course/s dropped (as defined in their school's course structure) or take the courses offered by their own Schools. The students are also allowed to choose CBCS courses as an additional subject for extra credits as a credit course or audit course. The CBCS offerings of courses will be opted from a UG Program to a UG program and PG Program to PG Program across all schools where the grading system is the same. The UG students of 1st year and PG students of Term I of 1st year are not eligible to opt CBCS courses. Students studying in the school where the teaching/exam scheme is governed by a statutory body can take only extra credit courses.

7. Examination Guidelines:

Any breach of the following requirements relating to examinations and assessments, whether committed intentionally or unintentionally may be regarded as "misconduct", and would be dealt with, under Disciplinary procedure of NMIMS. Severe penalty would be imposed on the students who are found to be involved in the adoption of unfair means in the examinations.

7.1 Discipline in the Examination Hall

7.1.1   Students must know their Roll Number and Student No.

7.1.2   Students who are eligible to write the term end examination/re-examination should be present in the Examination Hall at least 30 minutes before the scheduled time of the commencement of the examination. All the students, who arrive in the examination hall after the scheduled time of the commencement, will not be permitted to appear for that examination. In exceptional circumstances, the student will be required to seek written approval from the Dean/Director of the respective school / Campus or person nominated by the Dean/Director to allow to appear at the examination. Students who report late to the examination would be permitted to appear at the examination in exceptional circumstances only after they produce a written approval from the said authorities on application to be made by the student. Such a student who has reported late will not be eligible for benefit of extra time due to late arrival as well as the loss of time in getting approval from the Dean of the school in such a case.

7.1.3   Students are not permitted to enter the examination hall after half an hour of the commencement of the examination. Students are not permitted to leave the examination hall until half an hour after the start of the session or during the last ten minutes of the session.

7.1.4   Students, who are not in their seats by the time notified, will not, be permitted to appear for the examination.

7.1.5   Students should ensure that all their bags and other personal belongings are deposited in the designated area usually near the Supervisor's table or outside the examination hall, at their own risk. NMIMS will not be responsible for the safety and security of the same.

7.1.6   A student, who fails to attend an examination at the time and place published in the timetable, will be have an 'Absent' remark in the grade sheet. Opportunity for re-examination will be given according to the rules and regulations.

7.1.7   Students should occupy their respective seats as per the seating plan displayed on notice board/door plan.

7.1.8   Students are required to have and keep ready their Identity Cards issued by SVKM's NMIMS and they must produce these for verification by the room supervisor during the examination. Students not having the said identity card with them during the examination may be denied permission to appear for the examination.

7.1.9   Every student present must sign against his / her Student number on the attendance sheet provided by the Room Supervisor.

7.1.10 Students should specifically go through the instructions given on the top of the question paper and on the front page of the answer book. They are of utmost importance.

7.1.11 **On the front page of the answer book the students should write only the name of the program, specialization/stream if any, trimester/semester details and course / subject for which examination is being held, number of supplementary sheets attached to the main answer book. Any extra writing on the front page or anywhere in the answer book will be treated as act of unfair means and will be dealt as per rules.**

7.1.12 **QUERY REGARDING QUESTIONS IN THE EXAMINATION QUESTION PAPER**: If a student has any query as regards to the contents of the question paper, he should bring the same to the notice of the examination hall supervisor without disturbing others in the examination hall.

7.1.13 Students are forbidden to (i) bring any books, notes, scribbling papers, mobile phones, calculators, laptop, Bluetooth devices or any other similar devices/things unless specifically permitted. Any such material found in possession of the student will be confiscated (ii) smoke in the examination hall, (iii) bring eatables/ drinks in the examination hall (iv) speak or communicate in any manner to any other student, while the examination is in progress, and (v) take with them any answer-book, written or blank, while leaving the examination hall. All Such acts amount to adoption of unfair means by the student/s concerned and strict action will be taken against them. The supervisors/ authorized persons are authorized to frisk the students.

7.1.14 Any method to bribe the examiner/s by attaching currency notes or letters or making an appeal inside the answer book or by any other means of communication is strictly prohibited and will result in serious action being taken by the University.

7.1.15 The answer books of the term-end examinations are Bar coded / QR coded and therefore, students should not write his/her name, Roll No., Student No. etc. anywhere in the answer-book and / or reveal his / her identity in any form in the answers written by him / her or anywhere in the answer book. Writing these details or putting signature amounts to revelation of identity. Use of religious invocation or any writing that is not relevant to the answers anywhere in the answer-books will be treated as attempt to reveal identity, and will be treated as an act of adoption of unfair means.

7.1.16 While underlining of answers for focusing attention is permitted, use of varied inks, except for illustrations and figures must be avoided. DO NOT use any symbol like encircling the question or using colour arrows for 'P.T.O'. These will all be considered as attempts to readily identify the specific answer-book.

7.1.17 Students should neither tear any sheet/s from the answer-book provided nor shall attach unauthorized additional sheets to the same. All answer-books / supplementary sheets whether written or blank should be returned to the room supervisor. Carrying the answer book / any part of the answer book out of the examination hall will be treated as against rules and appropriate action will be taken against such candidate/s.

7.1.18 Students should not write anything on the question-paper.

7.1.19 Exchange of stationery, writing material, mathematical instruments, question paper etc. is strictly prohibited and will attract penalty.

7.1.20 If students want anything, they should approach the Room Supervisor without disturbing other students. However, they should not leave the examination hall on any account, without surrendering his/her answer book.

7.1.21 Students will not be allowed to leave the examination hall during the examination and especially during the last ten minutes. They should not leave their seats until answer-books from all students are collected by the Room Supervisor.

7.1.22 A student who disobeys any instructions issued by the Invigilator's / Room Supervisor or who is guilty of rude or disobedient behaviour is liable for disciplinary action to be taken against him / her by the University.

7.1.23 **Students suspected to be guilty of any of the aforesaid acts will be allowed to write their examination only after giving an undertaking in writing that the decision of the University in respect of the reported act of unfair means will be binding on them.**

7.2 **Guidelines for Appointment and Availing facility of Scribe for the physically challenged (permanent or temporary disability) students during examinations conducted by NMIMS**

7.2.1 A student who may have a permanent or temporary physical disability may apply to NMIMS for appointing a scribe for the examinations.

7.2.2 The student should submit an application for the purpose along-with 'medical certificate' from 'Registered Medical Practitioner' to that effect (Annexure 7) with rubber stamp of the Registered Medical Practitioner on the certificate well in advance.

7.3 **In the following cases of students, the medical certificate of only Government Authorized Agencies would be accepted for Mumbai Campus namely:**

      a) Hearing Impaired Students: Ali Yavar Jung National Institute for the Hearing Handicapped.

      b) Physically Challenged Students: All India Institute of Rehabilitation of Physically Handicapped

7.3.1 As regards the student from other campuses, the Government Authorized Agencies from those cities would be accepted.

7.3.2 The scribe/ writer should be arranged by the student himself/herself well in advance i.e. at least one week before the examination and inform to the examination office of the University. The university will make arrangement alternatively if possible.

7.3.3 The scribe should be one grade junior in academic qualification than the student if from the same stream.

7.3.4 Since the student will be helped by a scribe, extra time of 10 minutes per hour will be allowed to such students. E.g. for the examination of two hours, 20 minutes extra time will be allowed.

7.3.5 The Examination in Charge of the center will have powers to resolve issues, if any, in this regard. She/he will be authorized to make/ accept any last minute changes of scribe under exigencies.

7.3.6 The said student will sit in a separate room under supervision.

7.4 **Facilities relating to examinations for the students having Learning Disability (Dyslexia, Dysgraphia and Dyscalculia) for the purpose of examinations:**

7.4.1 At the time of all written examinations, all L.D. students would be given permission to use a writer. In such a case, the student concerned should submit application in writing along with all the necessary documents well before the commencement of the first examination. Also such students would get 25% additional time for writing the examination.

7.4.2 These students would be given concession for not attempting the questions of drawing figures, maps, Draft, etc. where necessary in the written exams

7.4.3 Concession will be given for mistakes in spelling or mathematical calculations/graphs.

7.4.4 L.D students who have failed to pass a subject/s will be eligible for grace marks up to 3 per cent of the aggregate marks of the subjects in which he/she has appeared. These grace marks would be for one or more subjects.

7.4.5 In case of L.D students, the medical certificate of only Government Authorized Agencies would be accepted. For Mumbai campus medical certificate from Sion Hospital / Nair Hospital only would be accepted.

7.4.6 The said medical certificate must be produced at the beginning of the academic year to the admission dept. Retrospective benefit will not be given to any student in case certificate is submitted after declaration of results.

7.5 **Rules as regards cases of adoption of Unfair means by the candidates during the University examination are as under:**

7.5.1 If during the course of an examination, any candidate is found resorting to any of the following acts, he/she shall be deemed to have adopted unfair means at the examination. The adoption of unfair means by the candidates during the examinations is treated seriously and appropriate penalties are imposed after following the principles of natural justice.

7.5.2 The broad categories of Unfair Means resorted to by students of the University Examinations and the Quantum of Punishment for each category thereof: -

Sr. No.	Nature of Unfair Means adopted	Quantum of punishment
1.	Possession of any copying Material (offence committed for first time)	Annulment of the performance of the student at the University Examination for the subject during the examination of which student was found with copying material in his/ her possession.
2.	Actual copying from the material in possession	Annulment of the performance of the student at the University Examination in full * This quantum will also apply to the following categories of adoption of unfair means at Sr. No. 4, 5, 6, 7, 8 and 14 in addition to the one prescribed thereat.
3.	Possession of any copying Material (offence committed second time)	Annulment of the performance of the student at the University Examination in full
4.	Possession of another student's answer book or supplementary sheet	Exclusion of both the students from concerned University Examinations for one additional examination *
5.	Possession of another student's answer book or supplementary sheet and Actual evidence copying from that	Exclusion of both the students from concerned University Examination for three additional examinations *
6.	Mutual/ Mass copying	Exclusion of all the students from concerned University Examination for two additional examinations *
7.	Smuggling in or smuggling out of answer books as copying material	Exclusion of the student from concerned University Examination for three additional examinations *
8.	Smuggling in of answer books based on the question paper set at the examination	Exclusion of the student from concerned University Examination for four additional examinations *
9.	Smuggling in written answer book as copying material and forging the signature of supervisor	Student concerned to be rusticated from University
10.	Attempt to forge the signature of the supervisor on the answer book or supplementary sheet	Student concerned to be rusticated from University
11.	Interfering with or counterfeiting of University seal or answer books or office stationery used in the examination with the intention of misleading the authorities	Student concerned to be rusticated from University
12.	Answer book or supplementary sheet written outside the examination hall or any other insertion in the answer book	Student concerned to be rusticated from University
13.	Insertion of currency notes/ bribing or attempt to bribe any of the person connected with the conduct of the examination	Student concerned to be rusticated from University
14.	Using obscene language/ violent threats inside the examination hall by a student at the University examination to room supervisor/ any other authority	Student concerned to be rusticated from University
15.	Impersonation for a student or impersonation by a student in University or other examinations	Student concerned to be rusticated from University
16.	Revealing the identity in any form (Name, Roll No, G.R. No., religious invocation etc. in the main answer book and/ or supplementary sheet)	Annulment of the performance of the student at the University Examination in the subject concerned during the examination of which the identity was revealed.
17.	Found something written on the body or on the clothes while in the examination	Annulment of the performance of the student at the University Examination in full.
18.	Making an appeal to the examiner/ any person connected with the conduct of examination by using any mode of communication (offence committed for the first time)	Annulment of the performance of the student at the University Examination for the subject during the examination of which student made an appeal

| 19 | Making an appeal to the examiner/ any person connected with the conduct of examination by using any mode of communication (offence committed second time) | Annulment of the performance of the student at the University Examination in full. |

*(Note: The Term "Annulment of Performance in full" includes performance of the student at the theory examination, but does not include performance at term work, project work with its term work, oral or practical and dissertation examinations unless malpractice used thereat.)

7.5.3 Students should note that material found with him / her during the examination would be confiscated and would be returned back after completion of inquiry.

7.5.4 If on previous occasion, a disciplinary action was taken against a Student for malpractice used at examination and he/she is caught again for malpractices used at the examinations, in this event he/she shall be dealt with severely. Enhanced punishment can be imposed on such students. This enhanced punishment may extend to double the punishment provided for the offence, when committed at the second or subsequent examination.

Practical/Dissertation/Project Report Examination:

7.5.5 Student involved in malpractices at Practical/ Dissertation/ Project Report examinations including act of similarity index shall be dealt with as per the punishment provided for the theory examination.

7.5.6 The Competent Authority, in addition to the above mentioned punishments, may impose a fine on the student declared guilty.

7.6 Examination Grievance Redressal Mechanism

(Providing Photo copies to the candidates and Revaluation)

The Grievance Redressal Mechanism as regards evaluation of answer books and timelines to be followed for the same would be as under:

7.6.1 The Grievance Redressal Mechanism will apply only to the 'term-end Examinations' of the University.

7.6.2 The above mechanism will **not apply to** practicals / oral examinations/ viva/ projects/ MCQ's in online exams/assignments/ dissertation/ presentation/ field work etc.

7.6.3 The application for Redressal of Grievance can be made online only through the Student Portal. Applications made through offline mode would not be considered under any circumstances.

7.6.4 All the students will be informed the course/module-wise marks obtained by them in the 'Internal Continuous Assessment' and 'Term-end Examination' by the Examination Office, on the date of declaration of result of the examinations of the respective class/es. The date of declaration of result shall be the date on which examination result is made live on 'Student Portal' of the University**.**

7.6.5 Under the Grievance Redressal Mechanism, a student can apply for:

a) **Verification of Answer book**: Under this process, on application of the student, the University verifies that (i) all the answers in the respective answer book are evaluated, (ii) marks have been allocated to each answer and carried forward to the first page of the answer book properly and (iii) totalling of the marks on the first page of the answer book has been carried out correctly.

OR

b) **Re-evaluation of the Answer book:** Under this process, the student may (i) opt to first apply for the photocopy/ies of the answer book/s and subsequently apply for the re-evaluation of the said answer book/s after going through the answer book **OR** (ii) directly apply for the re-evaluation of his/her answer book/s without applying for photo copy of his/ her answer book.

7.6.6 After the result declaration on 'student portal', if a student is not satisfied with the marks awarded to him/her in the Term-end Examination/s, in any course/module, s/he may apply for the Grievance Redressal **within the prescribed number of days as per the example mentioned in the table below**:

Activity under Grievance Redressal Mechanism	Time Limit	Date of Declaration of Result Example: 17th October 2022
Application for Verification of Answer book/s	Within 3 days from the date of result declaration	Example: 20th October 2022
Application for Photocopy of the answer book/s	Within 2 days from the date of result declaration including holidays	Example: 19th October 2022
Receipt of the E-copy of Answer book/s	Latest on the 2nd day from the date of result declaration including holidays (answer books will be sent by e mail link)	Example: 19th October 2022 (This will be immediate on application)
Application for Re-valuation of the answer book/s	**Within 3 days from the date of result declaration** including **holidays**	Example: 20th October 2022

7.6.7 No application, received after the prescribed number of days as mentioned in the table above, shall be entertained for any reason whatsoever.

7.6.8 Soft copy/ies of answer books will be available for download on the result declaration page after payment of the fees. Else soft copy of the answer book will be sent by email to the student concerned.

7.6.9 Copies of the answer-book/s provided by the University are only for Grievance Redressal mechanism and do not have any evidentiary value.

7.6.10 Any deviation from the above procedure by the student in any form shall be construed as an unfair act making him/her liable for appropriate punishment by the University. The decision of the University shall be final in this regard.

7.6.11 **Application for Redressal of grievance received after the stipulated due date shall not be entertained or accepted for any reason whatsoever. Also application will be deemed to be complete only after payment of requisite fee**.

7.6.12 The application received from the student for re-evaluation shall be placed before an external examiner for re-evaluation.

7.6.13 After following the process of re-evaluation under the Grievance Redressal, effect will be given to change in original marks on re-evaluation, if any, as under:

    7.6.13.1 **If the marks of re-evaluation, increase or decrease by less than ten percent (10%)** There will be no change in the marks and original marks awarded to the candidate in the subject will be retained.

    7.6.13.2 **If the marks of re-evaluation increase or decrease between 10.01% and 20%:** In such cases the marks originally awarded to the candidate in the subject shall be treated as null and void and the marks obtained by the candidate after re-evaluation shall be accepted as the marks obtained in that subject. Fractional marks if any shall be rounded off for the purpose of computing the ten percent (10%) difference in marks.

    7.6.13.3 **If the marks of re-evaluation increase or decrease by more than 20%** A second revaluation of the said answer books shall be done by the examiner from the panel of examiners for the said subject and then **an average of the marks obtained in the first re-evaluation and marks obtained in the second re- evaluation shall be taken** and this shall be accepted by the University as the final marks for the said subject (fractional marks if any shall be rounded off to the next integer).

    7.6.13.4 An answer book shall be sent for second revaluation to another senior examiner appointed by the Controller of Examinations in consultation with the Dean of the School or Chairperson of the Board of Studies of the University, if in the first revaluation, marks of a candidate are decreased below the passing marks or if a candidate obtains 'F' grade after the first revaluation or the marks required for securing a class from originally secured marks required for passing or for the particular class and the marks assigned by the third examiner in the second revaluation be treated as the final marks in the said subject.

The revised marks obtained by a candidate after re-evaluation, as accepted by the University shall be taken into account for the purpose of amendment of his results only and the said result shall be communicated to the student/son the student portal. Students may note that after carrying out reevaluation, the marks obtained may increase or decrease or may not change.

7.6.14 The above difference in marks in percentage term shall be with reference to the maximum marks assigned for the term end examination of the respective subject.

7.6.15 The examiner/s for re-evaluation will be appointed by the Controller of Examinations from the panel of examiners provided by the Dean of the School duly approved by Pro Vice Chancellor and the Vice Chancellor of the University.

7.6.16 The revised marks obtained by a candidate after re-evaluation, as accepted by the University shall be taken into account for the purpose of amendment of his/her results only and the said result shall be communicated to the student/s by suitable means.

    7.6.16.1 The marks awarded by examiner/s in re-evaluation shall be final and binding on the student applicant and the original examiner.

    7.6.16.2 The whole process of Redressal of grievances shall be completed within a period of 15 working days from the date of receipt of application for Redressal of grievances.

    7.6.16.3 In any case, the photo copies of re-evaluated answer-books shall not be provided to the student/s.

7.6.17 The outcome of Revaluation process shall be final and binding on student.

Kindly refer Part II of SRB for rules of respective schools for Internal Continuous Assessment / Term End Evaluation, Grading system, Passing criteria, method of calculation of CGPA, Re-Examination, exceptional cases – medical etc.

(To download the examination related formats go to the website nmims.edu → School → Campus → Academics → Examination).

8. Policy on Award / Prizes and Dean's / Director's list:

8.1   One prize will be awarded where number of students in the batch/stream is between 01 and 20, two prizes will be awarded where number of students in the batch/stream is between 21 and 59, and three prizes will be awarded where number of students in the batch / stream is > 60.

8.2   The criteria for award of prizes will be highest CGPA obtained by the students in the examinations of all the years of the program on programme completion.

8.3   For the above purpose, count of students at the final year of the programme will be considered.

8.4   In case of exactly the same CGPA obtained by two or more students for a particular rank, same medal may be given to the students and second and third (Silver & Bronze) medal may be given to the next ranking students.

8.5   Rankings would always be decided at University level.

8.6   Students should have passed all examinations in single attempt.

8.7   Lateral admission cases may be considered for ranking purpose

8.8   Students obtaining F grades/ATKT/ involved in unfair means or any misconduct will be ineligible to be listed in the Rank Holder List and Dean's/ Director's list.

8.9   The students who opt for Student Exchange program in any trimester/semester would be considered if he/she is eligible as per above criteria. However, performance at the partner University shall not be considered for award.

8.10   **Dean's/ Director's List:**

8.10.1   10% of the batch (top 10% students) on the basis of highest CGPA will be considered to be eligible to be in Dean's/ Director's List and will get a certificate at the end of the programme. (SBM Mumbai / Campus gives yearly).

8.10.2   The Dean's/ Director's list would be for each programme/ stream at each campus.

9. Guidelines for Scholarships:

9.1   Each year there are several student awards and scholarships announced for different schools/programs of NMIMS (as applicable school wise).

9.2   Students are advised to apply for awards and participate in the process enthusiastically.

9.3   Students are also advised to keep a good performance track record if they wish to apply for these awards. Students obtaining F in any subject or with a record of misconduct or a record of low attendance will be automatically disqualified from the awards process.

9.4   Certificate of merit to be given by Dean at school level.

9.5   The students of NMIMS can avail national scholarship under the below mentioned schemes.

- Central Sector Scheme of Scholarships for College and University students - Department Of Higher Education
- Merit-Cum-Means Scholarship For Professional And Technical Courses Cs - Ministry Of Minority Affairs
- Post Matric Scholarship Schemes Minorities CS - Ministry Of Minority Affairs
- Prime Minister's Scholarship Scheme For Central Armed Police Forces And Assam Rifles

All the scholarships offered by UGC are available for students to apply.

9.6   A student who wish to apply for scholarship will have to go through school academic office.

10. Guidelines for Admission Cancellation / Payment of fees / Academic Break / Re-admission/ Submission of Documents / Admission Deferment

10.1   **Admission Cancellation procedure:**

For cancellation of admission, the student needs to apply online the application for cancellation of his / her seat along with original fee receipt to the admission department (if cancellation is before commencement of the programme).

- The First year candidates who have paid the fees for the academic year can withdraw the admission and be eligible for refund as per the NMIMS refund policy informed and agreed upon during the admission process.
- The student who wishes to withdraw admission should fill the application form using the url https://nmims.edu/admission-cancellation available on our website nmims.edu. Withdrawal request can be applied only through this link.
- Request before commencement: the admission department will process the document with the necessary approvals.
- Request post the commencement: the candidate will have to get the Clearance /No dues from all the concerned departments of the School.
- Once the process is completed, the refund of the fees (if applicable) shall be processed.
- Refund of fees, if any, will be credited to the bank account details provided by the applicant in the application. If any dues are to be collected, that will be deducted before a refund of the fees.

The Schedule of Refund Rules: If a student chooses to withdraw from the program of study in which he / she is enrolled, the institution shall follow the five-tier system given below for the refund of fees* remitted by the student.

Sr. No.	Percentage of Refund of Fees*	Point of time when notice of withdrawal of admission is received in the Higher Educational Institutions (HEI)
(1)	100%	15 days or more **before** the formally-notified last date of admission
(2)	90%	Less than 15 days **before** the formally-notified last date of admission
(3)	80%	15 days or less **after** the formally-notified last date of admission
(4)	50%	30 days or less, but more than 15 days, **after** formally-notified last date of admission
(5)	00%	More than 30 days **after** formally-notified last date of admission

In case of (1) in the table above, the HEI concerned shall deduct an amount not more than 5% of the fees paid by the student, subject to a maximum of Rs. 5,000/- as processing charges from the refundable amount.

Note: Candidate should refer the offer letter and the submitted admission form for the dates. Cancellation / Refund process will not be applicable if candidate do not fill online form and upload necessary documents.

10.2 **Payment of fees:**
    10.2.1 The promoted students for the subsequent years are required to pay the fees as per the email received from Accounts department. Late fee will be levied if fee is not paid within the due date.
    10.2.2 Non-payment of fees within the stipulated time including the late fee period will attract cancellation of the studentship from that program.

    10.2.3 **Payment of Fees for the academic break:** If the student has informed the Dean regarding academic break before the commencement of the relevant year and not paid the total fee for that year, then once the academic break is granted, student can pay the total fee (100%) prevalent at that time when he / she seeks re-admission.
    10.2.4 If a student wants to take academic break after the commencement of the academic year, but he / she has not attended the classes and if the fee is not paid, then while seeking re-admission he/she has to pay the total fee (100%) plus 25% of the total fee as re-admission fee to continue his studentship.
    10.2.5 If the student has paid the total fee for the entire year and then sought the academic break after commencement of that academic year in the middle of semester / trimester, then he/she has to pay 25% of the total fee prevalent at that time, towards re-admission in subsequent year.

Academic break	Fees to be paid at the time of admission after the academic break
• Informed before the commencement of the academic year.	100% total fee prevalent.
• Informed after commencement, not attended classes and fees not paid.	100% total fee + 25% readmission (prevalent).
• Informed during the semester / trimester fees not paid for current year.	100% total fee + 25% readmission (prevalent).
• Informed during the academic year and fees paid for that year.	25% of total fees as readmission fee prevalent that year.

10.3 **Academic break:**
    Following rules are applicable for all the schools of NMIMS.
    After commencement of any programme, if a student wants to take a break for certain valid reason, then he / she can do so as per the following norms –
    10.3.1 The academic break can be granted to any student by respective Dean/Director of School/campus.
    10.3.2 The maximum period for an academic break is one year only. (in executive programmes as of now it is upto two years). This will be based on Dean getting convinced of the reason for academic break.

10.4 **Eligibility for Academic Break:**
    Academic break can be granted to any student for any of the following reasons:
    10.4.1 Serious personal medical reasons involving hospitalization, if required and supported by documents.
    10.4.2 Serious 'family' related issues.

10.4.3   Financial constraints.
10.4.4   In executive education, 'temporary transfer to other country / city'
10.4.5   Financial crisis/Maternity/ shift of duties/additional assignments at the work place applicable for executive programme participants only.
10.4.6   The Dean of respective school will approve the academic break and forward the application of the student to admission department for necessary process.
10.4.7   The academic break can be granted to any student at best twice during the programme as long as the total period of academic break is not exceeding one year and not exceeding the validity period of that programme.
10.4.8   Payment of Fees for academic break: For details please refer point 13.2.

10.5   Re-admission rules:
A student can seek re-admission in next academic year, in case he / she fails to fulfill the criteria mentioned under passing standards in SRB. For this purpose, he / she has to pay 25% of the total fee prevalent at that time for that programme.

Student can take re-admission in the said year of the programme only once. He/she can take re-admission in different years as long as total period of the programme does not exceed the validity period of that programme. For example, for MBA the validity period is 4 years and for MBA Tech. it is 7 years, so a student can take re-admission maximum two times but in different progressive years of the program. Admission to the subsequent years is subject to maximum duration permissible for completion of the programme (in years). Such admissions will be at the students' own risk of non-completion of the programme during the maximum permissible duration (in years).

Sr. No.	Duration of the programme (in years)	Maximum duration permissible for completion the programme (in years)
1	2 years	4 years
2	3 years	5 years
3	4 years	6 years
4	5 years	7 years
5	6 years	8 years

If a student takes re-admission in a particular academic year and is not promoted again, either as per the passing standards of respective programme or any other reason as per academic rules, then the student will not be given second chance for re-admission. For more details, please refer **Part II of SRB.**

10.6   Submission of certificates / mark sheets:
A student has to submit all the relevant documents / certificates / mark sheets as per the offer letter issued by NMIMS. Non-submission of such mandatory documents after the stipulated time declared by admission department will lead to cancellation of admission of concerned student and the admission fees will NOT be refunded.
If a student has submitted documents and discrepancy is found during verification, the admission would be cancelled and fees will be forfeited.

10.7   Admission Deferment:
Following rules are applicable to all the Schools of NMIMS.
10.7.1   **Eligibility for admission Deferment:**
Only those candidates who have paid the full fee or got an approval for part payment can apply for admission deferment.
The candidate has to submit an application for 'admission deferment' in admission department **before** commencement of that programme stating the reasons for admission deferment. Admission deferment can be approved only for one year.

10.7.2   **Who can apply:**
   • Serious medical illness.
   • Serious family related reasons.
   • Candidate not able to organize funds.
   • Candidate's work related commitments, overseas assignments (over 6 months)
The application needs to be submitted to admission department, along with all the supporting documents for 'Admission Deferment' consideration.
An applicant who fails to obtain confirmation from Admission office of his/her deferment of admission will be deemed to have forfeited his/her position and will be deregistered from the course admitted to.

10.7.3   **Process for Admission deferment:**
   10.7.3.1 Deferred admission may only be granted to first year students who have paid the required non-refundable enrolment deposit.
   10.7.3.2 The admission department will scrutinize all the applications and forward it with comments to concerned

authorities for approval. The request to defer the offer of admission will be reviewed on case to case basis and will be granted depending on the reason stated alongwith the supporting documents. NMIMS decision with respect to this will be final and will not be challenged.

10.7.3.3 Offer of admission deferment, if not, taken in the subsequent year will lapse and the fee paid will not be refunded. Further, the applicant, if still wants to apply to NMIMS, has to undergo the admission process again as a fresh applicant.

10.7.3.4 The letter of deferment of admission will be issued by admission department to the applicant.

10.7.3.5 Students who are found to have applied to other colleges and institutes during their time away from NMIMS will have their admission revoked and fees will not be refunded.

10.7.3.6 Financial aid offers cannot be deferred. Students must reapply for financial aid.

10.7.3.7 Admitted 'Transfer' students are not eligible for deferred admission.

10.7.3.8 Deferrals are not automatic and, if granted, a non-refundable deposit is required to hold a place in the following year's entering class.

10.7.3.9 Once the programme has commenced, then even though the applicant may have not attended the classes, still he/she will not be 'eligible' for 'admission deferment'.

11. Library Rules and Regulations:

11.1 Use of the Library is conditional on observance of the Rules and Regulations. Users must comply with these and any reasonable request or instruction issued by library staff. Anyone failing to do so may be excluded from the Library and/or incur a fine. The Librarian reserves the right to refer any breaches of the Rules and Regulations and/or improper behaviour towards library staff for consideration within the terms of the appropriate NMIMS disciplinary procedures.

11.2 Access to the NMIMS Library is restricted to staff and students of the NMIMS who have a currently valid identification card issued by NMIMS, and to such other persons as may be authorized by the Librarian.

11.3 Students are required to carry their NMIMS student ID-card, and staff to carry their NMIMS staff identity card to get entry and to use the Library and must produce this when required by an authorized person. This card must be used only by the member to whom it is issued.

11.4 Bags, etc., are not allowed in the Library. Bags and other personal possessions should not be left unattended for security reasons. The Library has no responsibility in case of damage to or theft of private property.

11.5 Silence is to be maintained in library areas. The use of mobile phones in the Library is strictly prohibited. Phones should be either switched off or set to silent mode. Failure to comply with these requirements may result in a fine and/or exclusion from the Library. Violation of the rules will lead to a student's penalty and /or suspension for three weeks.

11.6 The consumption of food and beverages (except for bottled water) and personal audio equipment are not permitted in the Library.

11.7 Photography, filming, videotaping and audio-taping in the Library is not allowed.

11.8 Personal equipment should not be used without the prior permission of the Librarian.

11.9 Users are required to comply with copyright regulations as displayed by the photocopiers.

11.10 Data retrieved from the Library's electronic resources *may not be used* for purposes other than teaching, research, personal educational development, administration and management of NMIMS and development work associated with any of those mentioned above. Use of the data is not permitted for consultancy / services leading to commercial exploitation of the information for work of significant benefit to the employer of students on an industrial placement or part-time courses. Users must also comply with the specific requirements of individual data providers. Passwords must never be revealed to others.

11.11 Removing any material from the Library must be appropriately authorized and recorded. Damage to or unauthorized material removal of material, constitutes a severe offence and may lead to a fine or to disciplinary action.

11.12 Borrowing entitlement: Two books for ten days. One-time renewal is possible if the book is not in demand. As Library is RFID enabled, the issue of the books will be done at self-check in kiosk only.

11.13 Fine of Rs.3.00 per day per book is levied on overdue books. Students can check their account details online in OPAC (Online Public Access catalogue) and be notified of due by email. If fines or charges are outstanding, borrowing rights will be withdrawn and passwords for accessing electronic services withheld until those fines are paid. Reference books, Journals / magazines and Audio/Video material are strictly to be used / viewed in the library only.

11.14 Users are responsible for material borrowed on their cards. They will be required to pay for any damage to, or loss of, material borrowed at replacement cost, plus an administrative charge. Borrowing rights are withdrawn while payment is outstanding.

11.15 Students must wear smart casuals (Bermuda, half pants, Short skirts, Bathroom slippers are not allowed).

11.16 Access to libraries and/or borrowing rights may also be withdrawn temporarily if fees/charges in other parts of the NMIMS are outstanding.

11.17 The award of a NMIMS qualification will be deferred until all books, and other library materials have been returned and outstanding fines/charges paid.

11.18 For list of electronic resources / Databases refer annexure.

11.19 All library users should take care of Covid 19 precautionary measures.

12. Guidelines for the Use of Computing Facilities:

12.1 NMIMS invests significant resources in the provision of computing resources for the students. In order to ensure maximum availability, computing resources must be used in a responsible way. Students are responsible for ensuring that these resources are used in an appropriate manner. All inappropriate websites are blocked for student access. The list of blocked websites dynamically updated based on their defined global category. If any specific website requires to be accessed which is blocked with inappropriate, requesting to send email to ITHelpdesk@nmims.edu. We will check the content of the website and found appropriate for access, necessary access will be granted.

12.2 You are strongly advised to read these guidelines & regulations carefully. Failure to comply will result in withdrawal of your rights to use these facilities and may lead to further disciplinary action. Please also note that the regulations and guidelines are subject to change without any prior notice. The latest version of this document will be available with the Computer Centre.

12.3 The internet access to students will be as per the NMIMS policy. Any change request has to be routed through the Registrar in writing.

12.4 Food and/or beverages are allowed only in cafeteria. Food and/or beverages (except drinking water) will not be permitted in the Computer Centre. Smoking is not permitted in the Campus premises.

12.5 It is important to note that all the SVKM/NMIMS premises are deployed with CCTV surveillance equipment and all the areas of the premises recorded 24x7.

12.6 It is important to note that all SVKM/NMIMS is monitoring network 24x7. All actions and logs are stored and recorded. SVKM/NMIMS has all the rights to record all actions by student on the network and use appropriately.

12.7 The students of NMIMS are provided with the computing facilities to support their learning and research activities. Their use for any other purpose that interferes with these primary aims, or that otherwise, acts against the interests of the NMIMS is prohibited. In the event of non-approved usage of the computing facilities, NMIMS reserves the right to withdraw access to computing facilities at any time.

12.8 Use of NMIMS computing facilities for students' commercial gain is prohibited.

12.9 Not to use/install third party software to bypass campus Network security policies. It is prohibited and may lead to further disciplinary action.

12.10 Students residing in college hostels not to touch or tamper WiFi routers and other network infrastructure installed at hostels. If any such incidents found, may lead to disciplinary action.

12.11 Computer Centre facility will be provided on priority to the students of the concerned programmes, where using Laptop is not compulsory.

12.12 Students are not allowed to connect personal pen drives/ Laptops to the systems/smartboard installed in the classrooms.

12.13 **All students will be given NMIMS email id on Microsoft office 365** and internet authentication id. They are permitted to access internet in computer centre or on their own laptop through this id and password only. Action will be taken against if any misuse of internet and email Id is seen.

12.14 Students will get Microsoft email id for official email correspondence and to use MS Teams for online lectures and regular updates from University/School/College.

12.15 Do not provide sensitive personal information (like passwords) over email.

12.16 Students will get 1 TB of space of OneDrive to store documents for education purpose.

12.17 Use of computing facilities is governed by various applicable IT Acts, laws enacted by the Government of India (or any competent authority set up by the Government of India) and the rules formulated by the NMIMS.

12.18 It is student's responsibility to ensure that student's activities do not contravene these or any other laws.

12.19 Student using personal Laptop or any other devices for access campus infrastructure should have updated with latest operating system (Windows / Mac) and antivirus patches.

12.20 Students must comply with all requests+ or instructions issued by any Information Systems staff with respect to the use of NMIMS computing facilities.

12.21 Improper behaviour towards staff will result in disciplinary action.

12.22 NMIMS endeavours continually to provide a high level of service as regard the computing facilities. In case there is some problem with any of the services, students should lodge a written complaint in a Complaints Register available in Computer Lab. No action will be taken on any verbal complaint.

12.23 The Information Systems Group will regularly make various announcements regarding the availability and use of the computing facilities. Such announcements will be communicated to you through notice boards/ email placed in the Computer Lab as well as Student Notice Boards/ emails/Students Portal. It is your duty to regularly check the notice boards/ email and plan your use of the facilities accordingly.

12.24 The failure of any element of the computing service will not be accepted as a valid excuse of failure to reach an acceptable standard in assignments or examinations unless no other reasonable method of carrying out the work was available.

12.25 Disciplinary Proceedings: In the event of a breach of these regulations, your access to some or all of the computing facilities may be withdrawn depending on the outcome of disciplinary proceedings. This may seriously affect your ability to complete your course of study satisfactorily.

12.26 If any student comes across any security incidents, please contact reportsecurityincidents@svkm.ac.in

12.27 These guidelines describe the reasonable and appropriate behaviour required by the Regulations for the Use of Computing Facilities at NMIMS.

12.28 Use only own login id and password and don't allow the password of any account issued to you to become known to any other person. If you allow another person to use your account, it must be in your presence, under your supervision and only for the purpose of assistance or collaboration. You remain responsible for that person's use of your account and must identify that person to the NMIMS authorities if any breach of university regulations is suspected in connection with that use.

12.29 It is recommended a strong password must be at least 8 characters long. It should not contain any of your personal information – specifically your real name, user name, or even your company name. It must be very unique from your previously used passwords. It should not contain any word spelled completely.

12.30 Use of any faculty member user name and password to access IT infrastructure including smartboards is prohibited and may lead to disciplinary action.

12.31 You should not copy or share other's data resulting in data theft of any kind under IT Act.

12.32 Do not use or adopt any name or alias or user reference whether real or fictitious other than your own.

12.33 Request to be placed only for required resources or access rights that you need.

12.34 Once logged in, do not leave IT facilities unattended in an unlocked room. You must log out at the end of each logged in session unless prevented by system failure. Failure to do so may leave the account open for others to use. The NMIMS accepts no responsibility for any loss to a user consequent upon a failure to log out correctly at the end of a session.

12.35 Removal, borrowing, connecting or disconnecting of any IT equipment is not permitted. Neither deliberately introduces any virus, worm, Trojan horse or other harmful or nuisance program or file into any IT facility or network / campus, nor take deliberate action to circumvent any precautions taken or prescribed by the institution to prevent this.

12.36 Do not in any way cause any form of damage neither to the NMIMS IT facilities, nor to any of the accommodation or services associated with them.

12.37 Without permission of the account owner or system administrator, do not hack, access, copy, delete or amend or attempt so to do the computer account, information or resources of another user

12.38 Do not initiate or perpetuate any chain email message. Do report immediately to 'postmaster' the receipt of chain email messages forwarding the email message wherever possible.

12.39 Student do not click on links or attachments from senders that you to not recognize or asking something which is not regular in nature.

12.40 You should not deliberately create, display, produce, store, circulate or transmit defamatory or libellous material.

12.41 Transmission of unsolicited commercial or advertising material on NMIMS network / Campus is prohibited.

12.42 Do not deliberately create, display, produce, store, circulate or transmit obscene material in any form or medium.

12.43 Never monitor, read and disrupt network traffic inside the campus.

12.44 Do not make deliberate unauthorised access to facilities or services accessible via the NMIMS Local Area Network (LAN).

12.45 Appreciate staff effort or networked resources, including time on end systems accessible via LAN and the effort of staff involved in the support of those systems.

12.46 Do not deny service to other users including deliberately or recklessly overloading access links or switching equipment.

12.47 You must adhere to the terms and conditions of all licence agreements relating to IT facilities, which you use including software, equipment, services, documentation and other goods.

12.48 You must use the IT facilities only for academic, research and administrative purposes together with limited personal use. Such personal use is allowed as a privilege not a right, must conform to these guidelines, and should not incur unreasonable costs or have an adverse impact on resources or services.

12.49 Students are prohibited from viewing any Pornographic material in computer Centre or on any other computer or IT system inside NMIMS campus or store child pornography, Playing Games, hacking into networks and other computers, spamming and sending junk mail, causing damage to IT infrastructure. If found so, appropriate disciplinary action will be taken.

12.50 You must obtain prior permission to use computers for commercial or outside work including the use of IT facilities to the substantial advantage of other bodies such as employers of placement students.

12.51 Students request related to additional Internet Bandwidth requirement for special access on events, request should reach IT helpdesk minimum 72 hours in advance.

12.52 Do not interfere with or change any hardware or software; if you do, appropriate action will be taken to make it right.

12.53 Do not interfere with the legitimate use by others of the IT facilities; do not remove or interfere with output belonging to others.

12.54 Game software loading onto, or play games software on, the IT facilities unless required for academic purposes.

12.55 Neither admit any other person to computer facilities or other NMIMS premises when those facilities or premises are locked nor enter unless authorised to do so.

12.56 You must respect the rights of others and should conduct yourself in a quiet and orderly manner when using IT facilities.

12.57 You must immediately vacate any IT room when asked to do so by any person who has legitimately booked that room and must not leave processes running or files printing or otherwise interfere with the work of that person. Failure to cooperate gives that person the right to switch off the workstation that you are using.

12.58 ***Important:*** In the event, the guidelines are not followed and there is a consequent damage to any computing facility, NMIMS reserves the right to charge students for the cost of rectification of such damage and/or take further disciplinary action.

12.59 Student request related to additional internet Bandwidth requirement & any IT related for special access on any events, request should reach IT helpdesk minimum 72 hours in advance with approval of HOD OR Registrar inform of Email and IT request form.

12.60 Student are not allowed to change default settings of Desktops/smartboard installed in the classrooms, Conference Rooms & Board rooms (except prior approval intimation).

13. Students Portal (Learning Management System):

13.1 Student Portal is a Web-based learning management system designed to allow students and faculty to participate in classes delivered online or use online materials and activities to complement face-to-face teaching.

13.2 URL: Access Portal through https://portal.svkm.ac.in/usermgmt/login

13.3 Login Policy: Default User ID is Student's SAP number and Password will be mailed by the Admin / Course Coordinator

13.4 Change Password: Students are recommended to change password after first login for safe surfing.

13.5 Email Update: Users need to change/update their email id & contact number for getting regular notification.

13.6 Course links: Your login will contain only current trimester/semester course list.

13.7 Announcements: Announcements related to course and other activities are published in Announcements section.

13.8 Library: It will be a single gateway for all library data like Question Papers, Syllabus, Notices, etc.

13.9 Remote Access to Databases: Remote access to all the web-based databases subscribed by SVKM & NMIMS Libraries globally.

13.10 Assignments / Assessments: Assignments can be uploaded and will be graded by faculty. Online score will be stored. All type of assessments can be conducted online.

13.11 Academic Content: Syllabus, SRB, Teaching Scheme, Class Time-table etc. can be uploaded.

13.12 Course Content: All course related reading materials (ppts/notes/videos/links) can be published.

13.13 Examination related content: Results and exam time table can be made available. Online examination is conducted on the portal. SAP education exam conducted online.

13.14 Admission Related content: Admission Notices can be published.

13.15 Assessment (Internal/External): Tests can be conducted on the Portal. Internal/External marks for respective courses will be published on Students Portal.

13.16 Faculty Feedback: Faculty Feedback is accepted online for respective trimester/semester.

13.17 Online Similarity index: Student / Faculty can check Similarity index through this feature.

13.18 Groups: Groups can be created by faculty for assessments, File Exchange, Discussion Board etc. for their Courses.

13.19 Student Discussion Board / Chat: This tool can be used by students and faculty to interact and discuss on topics related to their respective courses.

13.20 Hostel Application: Students can book Hostel through the portal (where online admissions are done)

13.21 Mobile Application: available for student attendance, assignment, survey, Display ICA marks, notification can be viewed.

13.22 Student Service: Students are benefitted on students' portal for Name validations as required for mark sheet, photo upload, railway concession, bonafide certificate, Letter of recommendation (LOR), whenever required. Registration and allocation process for CBCS and Interdisciplinary courses.

13.23 Selection of Electives: options are available for MPSTME students to choose Open Electives.

Help – Assistance: mail to portal_app_team@svkm.ac.in or phone no: 022 - 42199993

14. Feedback Mechanism:

NMIMS has a well-established online feedback mechanism through Student Portal for communication of perceptions. The components of this feedback mechanism are:

14.1 Feedback at the end of the third week of every trimester/Semester. Dean / Director /Programme Chairperson/HOD will meet students personally, if applicable.

14.2 Online Feedback through Students Portal is taken using a questionnaire preferably in the last session of every course in each trimester/Semester. This feedback is compiled and statistics are placed before each faculty member by the end of the trimester/Semester.

14.2.1 All students should get involved in this mechanism seriously as it truly helps the NMIMS improve the quality of services and teaching provided.

14.2.2 These are open ended questions in which student can reflect learning and teaching aspects of the course.

14.2.3 NMIMS uses feedback to improve the teaching learning process proactively.

14.2.4 While sharing the feedback to the faculty members, student's identity is kept confidential.

15. Mentoring Programme / 'Psychologist and a Counsellor':

15.1 Mentoring Programme:

Students (as applicable school wise) have been assigned faculty mentors whose role is to help assimilate the NMIMS culture, facilitate intelligent choice making regarding selection of courses, and help identify resources needed by all students. Do meet your faculty mentor regularly as per their convenience and availability.

15.2 Psychologist and a Counsellor:

A counsellor is a non-judgmental friend who understands, ensures privacy and confidentiality and counsels you by giving choices so that you make the right decision. Counselling is a realistic, structured, and research-based therapy. Managing emotions is vital to ensure all-rounded progress in life. We need to break the old walls of myths and misconceptions to learn something new. Visiting a counsellor helps us to relearn more helpful, progressive, reality-based thinking.

Personal counselling is essential at every step in life, even at the corporate level. What we think about situations affects our subconscious mind and interferes with our present-day life.

As normal human beings at any given time in life, we could go through challenging times and have no one to share or guide us. We often do not share our issues with family or friends due to the fear of upsetting them. We worry that perhaps they may not understand or could become judgmental. At such times, we recommend Personal Counselling.

  i. "I cannot concentrate or focus nor can I sleep, at times, I get so scared that I go blank in my exams!"
  ii. "Since the time he left me, I cannot put my attention to anything I will not be able to live anymore………can't bear it if she is not in my life!"
  iii. "I have lost my confidence I feel worthless /hopeless; no one loves me. I don't want to live anymore"
  iv. "I feel nobody understands what I am going through..." (People become judgemental instead of understanding and supporting)
  v. "I do not know whom to share my feelings with? Where do I seek help? Who will be able to help me?

Have you had any of these repetitive thoughts or faced a rejection that you cannot cope with?

Have you reacted very angrily first and then later realised that reacting to the event was not needed and in the process, you harmed the relations you had with your friends and family? Do you not know what went wrong then? Do you not understand what triggered you?

Just as we would treat a sprain with some ointment, we try to heal our emotional pain independently. When the sprain is not healing, we visit the doctor, and similarly, one sees the counsellor sometimes when we are unable to clear our emotional challenges. The counsellor needs to check how deep your wound is, and usually, you are helped by putting a first aid protection (counseling) through therapeutic counseling. Sometimes the injury may have been too deep /chronic, or your trauma could also need psychiatric intervention and give appropriate help.

We may be unaware of our behaviour's implications on others, but it eventually could affect our relations in daily life at home, in class, or at work. When the past emotional situations are not dealt with therapeutically, we could develop unhealthy negative thoughts and feelings that we need to be aware of. They could again lead to complications and affect our performance, decision making, logical thinking, studies, relationships and career. This continued stress can gradually affect our body and physiological health causing hypertension, respiratory ailments, gastrointestinal disturbances, migraine and tension headaches, pelvic pain, impotence, frigidity, dermatitis and ulcers.

The biggest myth is that being emotional is to be weak, so often, we push all our emotional issues under the blanket and then take up unhealthy habits like smoking, drinking, and substance abuse to avoid sleepless nights. We hope to feel better, which lasts only for short term. On the other hand, creating long term damage may lead to unhealthy dependency.

NMIMS wants to ensure holistic development of the students. Therefore have appointed a team of psychologists and a counsellor.

World health organisation and the U.S. National Library of medicine articles:
National library of Medicine: Psychosomatic disorders in developing countries:
www.ncbi.nlm.nih.gov/pubmed/16612204
WHO | Prevention of bullying-related morbidity and mortality:
www.ncbi.nlm.nih.gov/pubmed/16612204

16. Rules for participating in National/International Level Contests: All contests have to be routed through Faculty in charge of Student Activity/HOD.

16.1 All contest notices, posters, letters; leaflets will be posted on student notice boards as well as on student email groups.

16.2 All student contests are classified as follows.
GRADE A: National and International level contests of very high repute.
GRADE B: National level contests of high repute.
GRADE C: Local and National level contests
The respective school heads will make the classification of contest in Grade A/B/C.

16.3 The classification of the contest will determine the selection, reimbursement and appraisal of the students.

16.4 **Reimbursements** (Applicable only for National Contest)

16.4.1 Students going for GRADE A will be provided with 100% reimbursements for travel (Non A/C Sleeper class/ 3 tier) to and fro from the contest destination.

16.4.2 Students going for GRADE B and C contests will be provided 100% reimbursements for travel (Non A/C Sleeper class/ 3 tier) to and fro from contest destination, provided that they have won the contest (1st or 2nd place only).

16.4.3 All reimbursements are subject to the approval of the head of the school and are hence subject to change.

16.4.4 All reimbursements will be made only after the student has returned from the contest. All bills, tickets of the travel and copy of certificates will have to be retained and submitted.

16.4.5 All students claiming the reimbursement will have to submit all details to the AR / DR of the school for processing through the accounts department.

16.5 Contest Winners:

Any student who has won any contest is required to provide full details of the contest and award won to the faculty (video clip / photographs/reports etc.) within 7 days of winning the contest. Any student failing to submit details of contest won within 7 days will not be considered for appraisals.

17. Guidelines for Convocation

17.1 The Annual Convocation will be held for all Full Time and Part Time programs of NMIMS.

17.2 Only those students who have fulfilled the requirements of the program will be eligible to receive their degrees/diplomas at the Convocation. These requirements include migration certificate, attendance requirements, submission of all assignments and projects, clearance of all dues from various departments like accounts, hostel, library etc., and passing of all examinations and any other deliverables to the school/ NMIMS.

17.3 In case any student is found in-eligible to receive degree/diploma on any account, he/she may apply for consideration of his case at least 48 hours before the Annual Convocation. The decision of the management will be final and binding. No last minute requests for reconsideration will be entertained.

17.4 Students will be given a set of guidelines by school authorities and they are required to follow these guidelines for effective conduct of the event.

18. Roles and Responsibility of Class Representative and Student Council

18.1 Class Representative:

The Class Representative serves as an important link between his/her division, the faculty & administration. The CRs for each division are selected by class vote for students who wish to nominate themselves for the post. The major roles & responsibilities include:

  i. Serving as sole point of contact between faculty & students
  ii. Co-ordinating the scheduling of lectures, assignments & formation of groups
  iii. Resolving student grievances
  iv. Relationship building & co-ordinating with CRs from other divisions
  v. CR's cannot cancel / Reschedule lectures directly with Faculty
  vi. Any additional responsibility assigned by school heads.

18.2 Student Council:

NMIMS University Student Council (NUSC)

The Student Council is the apex student body of the University and has a representation from students across schools and campuses of NMIMS University. The primary objective of student council body at the University level of is to assimilate and integrate students of NMIMS from all the constituents and schools across various campuses in Mumbai and other locations and to provide the students with a platform to harness their creative activities. The NMIMS University Student Council (NUSC) promotes collective and constructive leadership within the student community.

The major roles and responsibilities of Students Council includes:

- Providing a holistic and integrative platform to encourage interaction between various streams and courses.
- Organizing a University Day, with the intent of executing and planning parallel activities and events across all schools and campuses.
- Organizing a University-level Cultural/ Sports festival, to encourage participation and assimilation for holistic development of all students.
- Promoting and publishing student success stories on social media platforms and forums to garner response for the various accolades and accomplishments.
- To organize activities which are in the larger interest of the student community.

From each school/campus two student council representatives will constitute the NMIMS University Student Council (NUSC). The names of representatives are finalized by Dean/Director/Head of respective school. The NUSC comprises of four core positions, i.e.: President, Vice President, General Secretary, and Treasurer, along with other council members representing schools and campuses across NMIMS University. The Core committee represents and coordinates with the council members for various activities and for every academic year are selected through a formal selection procedure (consisting of voting and personal interviews etc.) involving the Faculty Advisor/ faculty members & existing Council members.

18.3 Student Council (School Level)

The Student Council is the apex student body at every school and represents the full-time students. The Vice-President, General Secretary, Cultural Secretary along with a team of executive members and course representatives support the President and share responsibility for each student body & activity on campus. The Council for every academic year is selected through a formal selection procedure involving faculty /Admin heads of School & existing Council members. The major roles & responsibilities include:

18.3.1 To serve as a formal communication channel between the students, faculty and administration.

18.3.2 To navigate all student-related activities at NMIMS and facilitate a better life on campus.

18.3.3 To spearhead the organisation & co-ordination of the Corporate Festival, the Cultural Festival, & other Events.

18.3.4 To assist all public relation activities and supervise student publications & newsletters at NMIMS

18.3.5 All the cell activities has to be routed through President of cell, General Secretary of Council (Budget and Release of Money), HOD/Dean/Director, Accounts Department – In case of Release of Money.

18.3.6 Communication and Invitations of events / guest lecturers / workshops etc. conducted by cells and council has to be informed to the HOD/Dean/Director, well in advance.

18.3.7 For the major events prior formal invitation to be given to all the senior management

18.3.8 To submit a trimester/semester report at the end of every trimester/semester to faculty In-charge.

For more school specific details, kindly refer Part II of SRB.

19. Interface with Accounts:

19.1 All students who are working for placement, contests, co-curricular, extra-curricular and any other activities for and on behalf of NMIMS that need funding and accounting from NMIMS, are required to prepare budgets for all their expenses well in advance and obtain approval from the Management. Once the expenses are incurred, they must be settled within 72 hours along with the report of activities.

19.2 Re-examination Fees:
The students who have failed and wish to re-appear for an examination will be required to pay re-examination fees, which shall be determined from time to time and communicated through suitable mechanisms.

19.3 Re-Admission fees:
A person who is not allowed to progress to the next year due to rules regarding failures in multiple courses/subjects shall be required to take re-admission and attend all the classes of that academic year. He will be required to pay re-admission fees, which will include tuition fees and other fees as prescribed from time to time.

19.4 Re-Registration Fees:
A Diploma student who fails in a course/subject shall be required to re-register himself in that course for the next year by paying re-registration fees, which shall be determined from time to time and communicated through suitable mechanisms.

19.5 Hostel Deposit Refund:
Location: NMIMS Accounts Department
Procedure:
19.5.1   Please procure signature of Hostel in-charge on the receipt.
19.5.2   Submit signed Hostel Deposit Receipt to Accounts Department along with Application for Refund as per Annexure 9.
19.5.3   Please attach copy of cancelled cheque of your own account or parent's account. Same particulars of the bank account to which refund is to be send is to be mentioned on the Application for Refund form.
19.5.4   Please allow a period of 3 weeks for issue of the Refund.

19.6 Library Deposit and Security Deposit Refund:
Location: Course Coordinator
Procedure:
19.6.1   On completion of program (course), course coordinator would co-ordinate with all students for Student Bank account details (for NEFT Transfer). The same is required for refund of Library and Security Deposit
19.6.2   Please allow a period of 3 weeks for issue of the Refund through NEFT

19.7 Duplicate Receipt:
Location: NMIMS Accounts Department
Procedure:
19.7.1   Please fill the Application for Duplicate Fee Receipt and submit Rupees 100 per receipt to Accounts Department
19.7.2   Please allow a period of a week for issue of receipt

20. **University level: Anti- Ragging Committee / Women Grievance Redressal Cell / Internal Complaints Committee / University Student Grievance Redressal Cell / Ombudsman.**

20.1 **Ragging**: Ragging of fellow students in any form is strictly prohibited inside and outside the campus. Any student/s found guilty of ragging and/or abetting ragging, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished as per the rules. Ragging often ends up in sexual or physical harassment for the victim. The institute maintains a zero tolerance policy towards ragging. All issues in this regard will be dealt with utmost urgency and stringent action will be taken against those involved.

To help students, Committees have been formed at University level and School level, please refer Part II of SRB.
Committee members will be modified if there is any change.

It is mandatory as per the Hon. Supreme Court & UGC/MHRD Regulations that all students fill in an Anti Raging Undertaking, each year. To make the process easy MHRD has developed an ONLINE Facility. You are requested to fill the College name followed by SVKM's NMIMS Deemed to be University while filling the online form. Students can fill an Undertaking ONLINE at any of the link : **www.amanmovement.org** (OR) **www.antiragging.in**.

Anti-Ragging Committees:

University Level				
	Name	**Designation**	**E-mail ID**	**Contact no.**
1.	Dr. H Ravishankar Kamath	Chairperson	hravishankar.kamath@nmims.edu	022 42355555
2.	Mr. Paramanand Rajwar	Member	Paramanand.Rajwar@nmims.edu	022 42355558
3.	Mr. Venugopal	Member	venugopalk@nmims.edu	022 42355557
4.	Shri Harshad Shah	Member	harshad.shah@svkm.ac.in	022 42199999
5.	Prof. Seema Mahajan	Member	seemam@nmims.edu	022 42355555
6.	Mr.Dilip Varhadi	Member (Police)	juhupolicestation@gmail.com;	9870458518
7.	Dr. Christine D'Lima	Member (LR-Student Council Team)	Christine.Dlima@nmims.edu	022 42355555
8.	NGO representative will also be part of this committee.			
At Hostels, Mumbai				
1.	Shri Bhupesh Patel	Chairperson	bhupesh.patel@svkm.ac.in	022 42199999
2.	Shri Harshad H. Shah	Member	harshad.shah@svkm.ac.in	022 42199999
3.	Prof. Seema Mahajan	Member	seemam@nmims.edu	022 42355555
4.	Dr. H Ravishankar Kamath	Member	hravishankar.kamath@nmims.edu	022 42355555
5.	Mr. Venugopal K	Member	Venugopal.k@nmims.edu	022 42355555

20.2 **Women Grievance Redressal Cell:**

	Name	**Designation**	**E-mail ID**	**Contact no.**
1.	Prof. Sangita Kher, I/c Dean, ASMSOC, NMIMS	Chairperson	sangita.kher@nmims.edu	022 42355555
2.	Dr. Ketan Shah, Professor & HOD, MPSTME	Member	ketanshah@nmims.edu	022 42355555
3.	Ms. Karuna Bhaya, Finance Officer, NMIMS	Member	KarunaB@nmims.edu	022 42355555
4.	Dr. Meena Galliara, Director, Centre for Sustainability Management & Social Ent	Member	Meena.Galliara@sbm.nmims.edu	022 42355555
5.	Dr. Meena Chintamaneni, PVC, NMIMS	Member Secretary	meena.chintamaneni@nmims.edu	022 42355555
6.	NGO Representative will also be part of this committee			

20.3 **Sexual harassment:** Sexual harassment on campus or outside campus is unlawful, as well as unethical, and will not be tolerated. All issues in this regard will be dealt with utmost urgency and stringent action will be taken against those involved. As per high court order a committee has been formed to look into all such complaints.

Internal Complaints Committee:

	Name	**Designation**	**E-mail ID**	**Contact no.**
1.	Prof. Sangita Kher, I/c Dean, ASMSOC, NMIMS	Chairperson	sangita.kher@nmims.edu	022 42355555
2.	Dr. Meena Chintamaneni, PVC, NMIMS	Member	meena.chintamaneni@nmims.edu	022 42355555
3.	Dr. Ketan Shah, Associate Professor & HOD, MPSTME	Member	ketanshah@nmims.edu	022 42355555
4.	Ms. Karuna Bhaya, Finance Officer, NMIMS	Member	KarunaB@nmims.edu	022 42355555

	Name	Designation	E-mail ID	Contact no.
5.	Dr. Meena Galliara, Director, Centre for Sustainability Management & Social Ent	Member	Meena.Galliara@sbm.nmims.edu>	022 42355555
6.	Dr. H Ravishankar Kamath	Member Secretary	hravishankar.kamath@nmims.edu	022 42355555
7.	NGO Representative will also be part of this committee			

20.4 University Student Grievance Redressal Committee:

	Name	Designation	E-mail ID	Contact no.
1.	Dr. Alka Mahajan, Dean, MPSTME	Chairperson	alka.mahajan@nmims.edu	022 42355555
2.	Dr. Durgambini Patel, Associate Dean, KPMSOL	Member	durgambini.patel@nmims.edu	022 42355555
3.	Dr. Sachin Mathur, Associate Professor (Finance), SBM	Member	Sachin.Mathur@sbm.nmims.edu	022 42355555
4.	Prof. Amita Vaidya, Director, SAMSOE	Member	Amita.Vaidya@nmims.edu	022 42355555
5.	Prof. Dhirendra Mishra, Assistant Professor (Mechanical), MPSTME	Member	Dhirendra.Mishra2@nmims.edu	022 42355555
6.	Ms. Pallavi Rallan, Assistant Professor, ASMSOC	Member	Pallavi.Rallan@nmims.edu	022 42355555
7.	Dy. Registrars (Concerned Department)	Member		
8.	Dr. H Ravishankar Kamath	Member Secretary	hravishankar.kamath@nmims.edu	022 42355555

20.5 Ombudsman: The Ombudsman shall exercise power to hear grievances of those who are not satisfied with decision of NMIMS Grievance Redressal Committee. The Ombudsman would be required to dispose cases within one month of the receipt for speedy redress of grievances. On conclusion of the proceeding, the Ombudsman shall pass such order, with reasons for such order, as may be deemed fit to redress the grievance and provide such relief as may be desirable to the effected party. *Justice Abhay Thipsay (Retd. Justice)* been appointed as Ombudsman at NMIMS University.

For more details, kindly refer AICTE regulations on Ombudsman.

21. Safety Guide for Students on Floods, Fire and Earthquakes

NMIMS gives utmost importance to safety of its students. It prepares students for natural hazards.
The safety measures for some natural disasters such as 1) Floods, 2) Earthquakes and 3) Fire are highlighted briefly.

21.1   Floods: Precautions to be taken in case of Floods are given in Table 1 below.

Before Floods	During Floods	After Floods
• Identify and visit elevated areas in and around the Institute as places of refuge during a flood • Be aware of drainage channels, and other low-lying areas known to flood suddenly. Consult and involve local authorities in the institutes • Check out for the monsoon alerts for the heavy rains declared by the Municipal Corporation • Do not travel long distances on dates indicated as 'Monsoon Alerts'. Contact the Institute if there is any pre planned activity or examination or any other important work on that day and try to adjust it on some other day • Keep locally available equipment such as ropes, battery, radio, plastic bottles and cans handy during rainy season. This can help you to plan your rescue • Prepare a food kit including emergency food items such as biscuits, snacks, drinking water and so on	• Evacuate to previously identified elevated areas • Your life is most precious Avoid to save valuables at that moment. • Disconnect electrical appliances. • Turn off utilities at the main switches of valves if instructed to do so • Don't touch electrical equipment if you are wet or standing in water • Do not walk through moving water. Six inches of moving water can make you fall • If you have to walk in water, walk where the water is not moving • Use a stick to check the firmness of the ground in front of you • Avoid floodwaters; water may be contaminated by oil, gasoline, or raw sewage • Water may also be electrically charged from underground or downed power lines • Listen to the radio for advance information and advice. Don't spread rumors • Move vehicles to the highest ground nearby • Do not enter floodwaters by foot if you can avoid it • Never wander around a flooded area • Drink clean water	• Stay away from downed power lines, and report them to Security Officer • Leave the Institute / home only when authorities indicate it is safe • Stay out of any building if it is surrounded by floodwaters • Use extreme caution when entering buildings; there may be hidden damage, particularly in foundations • Floors in the building will be slippery due to water and mud. Walk carefully on the slippery floor. • Wear appropriate footwear. Do not use slippers during rainy season • Watch out for loose flooring, holes and dislodged nails • Clean and disinfect everything that got wet • Discard any food items which may have got wet • Inform about the damaged drainage and sewage systems in and around the building to the authorities as soon as possible. These can be a major health hazard • First protect yourself and then help others.

21.2 Earthquake: Precautions to be taken in case of earthquakes are displayed in Table 2 below:

Before Earthquake	During Earthquake	After Earthquake
• In hostel or at home keep heavy objects on lower shelves so they will not fall on you during an earthquake. • Make sure your water heater and gas cylinder is secured and intact. This will ensure that it will not fall during an earthquake and hurt someone or start a fire. • Keep a torch and a mobile handy. • Keep the corridors in the hostel/house clear of furniture and other things, making movement easier.	**If you are at home or inside a building** • Do not rush to the doors or exits; never use the lifts; keep well away from windows, mirrors, chimneys and furniture. • Protect yourself by staying under the lintel of an inner door, in the corner of a room, under a table or even under a bed. **If you are in the street** • Walk towards an open place in a calm and composed manner. Do not run and do not wander round the streets. • Keep away from buildings, especially old, tall or detached buildings, electricity wires, slopes and walls, which are liable to collapse.	**If you are at home or inside a building** • Expect aftershocks. Be prepared. Stay where you are and do not come out immediately. • Keep calm obey any instructions you hear after you come out • Turn off the water, gas and electricity • Do not smoke and do not light matches or use a cigarette lighter. Do not turn on switches. There may be gas leaks or short-circuits. • If there is a fire, try to put it out. If you cannot, call the fire brigade. • Immediately clean up any inflammable products that may have spilled (alcohol, paint etc.). • Avoid places where there are loose electric wires and do not touch any metal object in contact with them. • Do not drink water from open containers without having examined it and filtered it through a sieve, a filter or an ordinary clean cloth. • Eat something. You will feel better and more capable of helping others. • If the building is badly damaged, you will have to leave it. Collect water containers, food, and ordinary and

Before Earthquake	During Earthquake	After Earthquake
	If you are driving • Stop the vehicle away from buildings, walls, slopes, electricity wires and cables, and stay in the vehicle.	special medicines (for persons with heart complaints, diabetes, etc.). • Help people who are injured. Provide them first aid. Do not move seriously injured people unless they are in danger. **If you are outside** • If you know that people have been buried, tell the rescue teams. Do not rush and do not worsen the situation of injured persons or your own situation. • Do not re-enter badly damaged buildings and do not go near damaged structures. • Do not walk around the streets to see what has happened. Keep clear of the streets to enable rescue vehicles to pass. • Keep away from beaches and low banks of rivers. Huge waves may sweep in. • Keep updating yourself with latest information on earthquake through radio or T. V.

21.3 Fire: Precautions to be taken in case of fire are given in the Table 3 below:

Before Fire	During Fire	After Fire
• Identify the fire hazards and where fires might start, e.g. laboratories, storeroom, kitchen and other such places. • Identify all the exit routes of the Institute. • Check the adequacy of firefighting apparatus and its maintenance.	• Do not panic. Shout loudly for help. • Do not run. • Do not waste time in collecting valuables. • Inform the fire brigade about the fire and alert neighbors. • If possible, use fire extinguisher. • Do not take shelter in toilet. • Shut all the doors behind you while leaving the room to prevent fire from spreading everywhere. • Do not use the lift to escape. • Use nearest means of escape and the staircase available. • Make exit to ground level instead of the terrace. • Report about your safe escape and any other information to the University authorities, fire brigade or police present at the site. *If trapped or stranded:* • Stay close to the floor level. • Cover the gaps of the door by any piece of cloth available. • Do not jump out of the building. • Signal or shout for help. • Stop, drop and roll on the ground and cover with blanket; pour water on the body • *Dial 101 or 22620 5301* for fire brigade • Give the fire officer detailed address, nature of the incident and the telephone number from which you are calling. Preferably, use landline. Keep down the receiver and wait at the same spot. Control Room will call back to verify the call. • Wait for the Fire Brigade to arrive and co-operate with the firefighters.	• Don't re-enter or permit anyone to enter the building, unless the fire officials have given permission to enter.

22. The list of websites categories which are blocked for use at NMIMS and at Hostels owned by NMIMS.

Sr. No.	Category
1	Potentially Liable
2	Drug Abuse
3	Occult
4	Hacking
5	Illegal Unethical
6	Racism and Hate
7	Violence
8	Marijuana
9	Folklore
10	Proxy Avoidance
11	Web Translation
12	Phishing
13	Plagiarism
14	Child Abuse
15	Controversial
16	Abortion

Sr. No.	Category
17	Adult Materials
18	Advocacy Organizations
19	Gambling
20	extremist Groups
21	Nudity And Risqué
22	Pornography
23	Tasteless
24	Weapons
25	Sex Education
26	Alcohol
27	Tobacco
28	Lingerie and Swimsuit
29	Sports Hunting and war Games
30	Games

Sr. No.	Category
31	Peer-to-peer File Sharing
32	Multimedia Download
33	Internet Radio and TV
34	Potential Security Violating
35	Malware
36	Spyware
37	Web Hosting
38	Multimedia Search
39	Audio Search
40	Video Search
41	Spam URL

23. NMIMS INFOLINE (for Mumbai Campus)

Agency	Contact Number
Disaster Management Cell of Municipal Corporation of Greater Mumbai	108
Police	
Police Help Line	100
Juhu Police Station	26184432 / 26183856
Vile Parle Police Station	26117307 / 26117317
Vile Parle-East, Police Station	26112813
D. N. Nagar, Andheri (W) Police Station	26303893 / 26304002 / 26303038
Andheri (E) Police Station	26831562 / 26842677
Santacruz Police Station	26492972 / 26487856
Fire Brigade	
Fire Brigade Help Line	101
Andheri Fire Station	26205301
Ambulance	102 / 1298/1252
Hospitals	
Dr. Balabhai Nanavati Hospital	26182255 / 2626 7500
Dr. Cooper Hospital	26207254
Travel Agency	
V-explore	42705205/ 42705255
Hostel (Contact – Mr. Venugopal)	
MKM Sanghvi Girls Hostel	022-26256382/ 83
Bansi Villa Girls Res. Flats	022-4235 5555 / 5557
G. R. Jani Hostel Boys	022-42334056
Anand Hotel Premises Boys Res Flats	022-4235 5555 / 5557
Psychologists and Counsellors	
For Mumbai Campus: Psychologists and Counsellors, Mr. Joel Gibbs, Ms. Nazneen Raimalwala and Ms. Diksha Tyagi.	
Mr. Joel Gibbs, 8th floor faculty area, Cabin:-West-854, NMIMS Mumbai Campus,	022-42332218 or email joel.gibbs@nmims.edu
Ms. Nazneen Raimalwala 7th floor faculty area, Cabin:-732, NMIMS Mumbai (Old bldg.)	022-42332225 or email Nazneen.raimalwala@nmims.edu
Ms. Diksha Tyagi, For students studying at MPSTME	on 02224350512 or email diksha.tyagi@nmims.edu

24. People you should know

University Administration

Name	Designation
Dr. Ramesh Bhat	Vice Chancellor
Dr. Sharad Mhaiskar	Pro Vice Chancellor
Dr. Meena Chintamaneni	Pro Vice Chancellor
Dr. H Ravishankar Kamath	Registrar
Ms. Shobha Pai	Director (Placements)
Mr. Burzeen Bhathena	Director (Marketing)
Dr. Vinod Malap	Deputy Registrar (HR)
Ms. Jayanti Ramesh	Jt. Registrar (Admission)
Ms. Vandana Kushte	Deputy Registrar (Academics)
Mr. Paramanand Rajwar	Deputy Registrar, Administration
Mr. Shivanand Sadlapur	Librarian
Mr. Samir Singh	Deputy Director (Technology Solutions)
Mr. Joel Gibbs & Ms. Nazneen Raimalwala	Sr. Psychologist (Clinical), Counselling Psychologist &Clinical Psychologist
Ms. Diksha Tyagi	Counsellor
Finance & Accounts	
Ms. Karuna Bhaya	Finance Controller
Ms. Varsha Oak	Addl. Finance Controller
Ms. Ermegilda Goes	Chief Accountant
Examinations	
Mr. Ashish Apte	Controller of Examinations
Ms. Shilpa Patil	Deputy Controller of Examinations
Ms. Janhavi Shivgan	Deputy Controller of Examinations
Mr. Naresh Methwani	Deputy Registrar
International Linkage	
Ms. Meena Saxena	Director, International Linkage

ANNEXURES

NMIMS

APPLICATION OF LEAVE OF ABSENCE

School of………………………..
(10% additional exemption in attendance)

NAME: _____ Date: _____

Email ID: _____Mobile No. _____

Programme: _____ Trimester/Semester _____ Roll No. : _____Div: _____

Leave Period: From: _____ to _____ No. of Days missed: _____

Reason: -

I have missed more than 20 % sessions for the reasons as mentioned below and request you to consider this application for my attendance purposes on a special case basis (As per SRB).

Student's Signature: _____   **Enclosures:** _____

To be filled by Students
(For Office use)

Course(s) / subject(s)	No. of Class / hours held during leave period	Class / Hours attended during said period	Exemption (s) in hours to be given for above reason	Attendance as on date before exemption

_____   _____
Checked by Course Coordinator (Signature)   Verified by AR / DR (signature)

_____
Approved by HOD/Associate Dean/Dean/Director
(School can update signatories as per school specifications)

SVKM's NMIMS DEEMED-TO-BE-UNIVERSITY
APPLICATION FORM FOR NMIMS STUDENTS FOR APPLYING FOR
STUDENT EXCHANGE PROGRAM

Name of School: _____

Name of the Student: _____

Name of the Program: _____

CGPA in the last trimester/semester attended at NMIMS_____.

Roll No. _____Contact No. _____ Email ID _____

Passport No. _____ Issued at (place)_____Date of Expiry _____

Parents Name & Address:
Father's Name _____Mother's Name _____
Address_____
_____
Phone No. (R) _____Mobile No. _____

Name of the place you are interested to go for student exchange program. Kindly give the priority by writing number 1,2,3,4 as per your choice. All places, seats are limited and will be offered subject to your performance in the selection process and the availability.

1. _____

2. _____

3. _____

4. _____

5. **Any other University as Mentioned in the Mail:** _____

Name of the Foreign Language you are acquainted with _____
If selected, I undertake to apply for Visa on my own initiative. I am also liable not to back out of the process.

Signature of the Student _____Date _____

Enclosure: A hard copy of your C.V needs to be attached along with the application form.

SVKM's NMIMS Deemed-to-be-University
Vile Parle (W), Mumbai-400056.
Tel: 022-4235555 / Website: www.nmims.edu
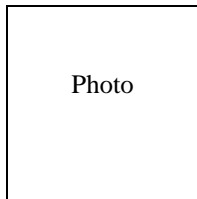
Photo

APPLICATION FORM
(Applicable for incoming students under Student Exchange program)

1. Personal Information

Name of the Student: _____
                First name   Middle name   Last name

Nationality _____   Gender ☐ M ☐ F Date of Birth _____ (d/m/y)

Passport No. _____Issued at (Place) _____ Date of Expiry _____

Local Address_____
Address _____
PhoneNo._____Email1._____Email2._____

Home University Details:
Name _____
Address _____
_____
Phone no._____ Website _____
University ContactPerson_____EmailID_____
Person to be contacted in case of emergency:
Name_____Relation_____
Address_____
Phone No._____Email ID _____
Do you have any relatives / friends/ contacts in India ? If yes, pl provide the details:
Name_____Relation_____
Address _____
Phone No._____ Email ID _____
Medical Insurance details:
Insurer_____PolicyNo._____Contact person_____
Blood group_____ Vaccination Details _____

Any medical problem, which you would like to mention to us _____

2. Educational Qualification (Completed)

Examination	University / Board	No. of Years of Education	Year of Passing	Percentage / Grade

3. Details of any aptitude test taken:(GMAT, GRE, TOFEL, SAT, Any other)

Name of the Test_____Score _____ Percentile Score_____

4. Program for which enrolled at home institution
Level: Bachelor ☐   Master ☐   Diploma ☐   Any other (Specify name) ☐

Name of the Program _____ Duration _____

☐   ☐   ☐   ☐   ☐

Year : First year   Second year   Third Year   Fourth year   Fifth Year

Sr. No.	Name of the subjects already cleared	Grades Obtained	Sr. No.	Name of the subjects already cleared	Grades Obtained
1			8		
2			9		
3			10		
4			11		
5			12		
6			13		
7			14		

5. NMIMS Course Choice (Final)

Exchange program at NMIMS for your: Trimester/Semester _____ Month _____to _____Year

Courses for Tri/Semester	Courses for Tri/Semester	Courses for Tri/Semester

6. Declaration

I _____ declare that all information filled by me in this form is correct and I will complete
(First name   Middle name   Last name)
all the requirements, with full engagements in the academic matters, like all other student in the NMIMS Deemed-to-be-University.

I undertake to keep the School informed about details of my all travels outside Mumbai and will abide by prescribed code of conduct by the NMIMS Deemed-to-be-University.

Signature of the Student: _____ Date _____

(Signature of Dean/Director/HOD)
CC. Director – International Linkages

APPLICATION FORM – NMIMS EXCHANGE STUDENTS
(Applicable for Student Exchange)

Name of School: _____

Photo
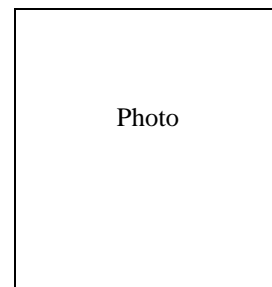
1. Personal Information
Name of the Student _____ Roll No._____
First name   Middle name   Last name

Nationality _____   Gender M ☐   F ☐ Date of Birth _____(d/m/y)
Passport No. _____Issued at (Place) _____ Date of Expiry _____

Local Address :
Name _____
Address _____
_____
Phone No _____   Email _____

Permanent Address:
Name _____
Address _____
_____
Phone no. (R)_____   Phone no. (M)_____

Person to be contacted in case of emergency:
Name _____Relation_____
Address_____
_____
Phone No. _____ Email ID _____

Do you have any relatives / friends/ contacts at the Host University / Country? If yes, pl provide the details:
Name _____Relation _____
Address_____
_____
Phone No. _____ Email ID _____

Medical Insurance details :
Insurer _____Policy No. _____Contact person_____

Blood group _____ Vaccination Details _____

Any medical problem, which you would like to mention to us:
_____

Any medication you have been prescribed to take: _____

2. School, Place & Duration for which selected from NMIMS Deemed-to-be University:
_____
Semester/ Trimester _____

Sr. No.	Name of the subjects opted for Exchange Program	Sr. No.	Name of the subjects opted for Exchange Program
1		6	
2		7	
3		8	
4		9	
5		10	

3. Declaration

I, _____ student of Full Time _____ (Program Name)

from batch of year _____ and Roll No. _____ is going for International Student Exchange program in the

Semester/Trimester _____.

I have gone through the Student Exchange Policy document and Student Resource Book and have volunteered to join the exchange program of my own will and with the consent of my parents/ guardian. I will adhere to the rules and regulations of the host university. My parents/guardian are informed of the details of the program, the schedule and the code of conduct expected during the stay at the foreign institute and they are in full agreement with the terms of this exchange program. I undertake to keep my School /parents/guardian/family informed about details of my travel, my stay and my whereabouts and well-being during my stay.

I promise to uphold the values and honour of the NMIMS Deemed-to-be-University and fulfil my responsibilities as a student and treat everyone with dignity and respect. I hereby declare that I have clearly understood & will follow the instructions given from time to time and in case of a violation, not adhering to the expected code, I will be liable to suitable action as per SVKM'S NMIMS Deemed-to-be-University rules.

I declare that all information filled by me in this form are correct and will complete all the requirements, with full engagements in the academic matters, like all other student in the college campus.

I hereby agree to abide by the rules and regulations expected during the entire program.

_____   _____

Name & Signature of the student   Date

Mobile Phone Number: _____ (Self) _____ (Parents/Guardian)

_____

(Signature of Dean/Director/HOD)

CC. Director – International Linkages with Enclosures

Enclosures:
1. Photocopy of Passport
2. Photocopy of Visa
3. Photocopy of medical insurance
4. Ticket details – Photocopy of Ticket

UNDERTAKING
(Applicable for Student Exchange)

To

SVKM'S NMIMS Deemed-to-be-University

School of _____

Mumbai

Sub: Travelling to a Foreign University as part of Foreign exchange program

I, _____ student of Full Time _____ (Course Name) from batch of year _____ and Roll No. _____ is going for foreign exchange program in the semester _____.

I have gone through the Student Exchange Policy document and Student Resource Book and have volunteered to join the exchange program of my own will and with the consent of my parents/ guardian. I will adhere to all rules and regulations of the host university. My parents/guardian are informed about details of the program, the schedule and the code of conduct expected during the stay at foreign institute and they are in full agreement with the terms of this exchange program. I undertake to keep my institute /parents/guardian/family informed about details of my travel, my stay and my whereabouts and well-being during my stay.

I promise to uphold the values and honour of the NMIMS Deemed-to-be-University and fulfil my responsibilities as a student and treat everyone with dignity and respect. I hereby declare that I have clearly understood & will follow the instructions given from time to time and in case of a violation, not adhering to the expected code, I will be liable to suitable action as per SVKM'S NMIMS Deemed-to-be-University rules.

I hereby agree to abide by the rules and regulations expected during the entire programme.

_____   _____

Name & Signature of the student   Date

_____   _____

Name & Signature of the Parent   Date

Mobile Phone Number: _____ (Self) _____ (Parents/Guardian)

Student Exchange Programme (for Visa Office)

(School Letter Head)

Dated _____.

To:

The Visa Section

The Indian High Commission

_____ (City)

_____ (Country)

Dear Sir/Madam,

This is to certify that Mr/Ms. _____ , Student of _____(Intl School) has been accepted as an exchange student into Semester/Trimester _____ of our prestigious full-time program, _____(Program Name).

The teaching program for Semester/ Trimesters will be held from _____(Date) to _____(Date). The student will be attending classes with other full time students enrolled in the program and may also undertake some field projects in local companies on a non-remunerative basis.

We would request you to grant _____(Name) the necessary student's visa.

Thanking you,

Yours sincerely,

Dean

(School Name & Address)

(Phone no & email)

Student Exchange Programme (for Visa Application)

Dated_____

To:

The Consul General of _____

_____ Consulate/ Embassy

Mumbai, India

Dear Sir/Madam,

This is to certify that Mr/Ms _____ is a _____ year student of our _____ program. She/He has been selected to visit _____ (Institute name) at _____ (City), _____ (Country) campus as an exchange student during the spring/fall semester from _____(date) to _____(date).

We have no objection to Ms/Mr. _____ visiting _____ (Country) and other states/countries in USA/Europe (Pl strike). We request you to provide him with the required assistance and process his/her papers at your earliest convenience.

Thanking you,

Yours faithfully,

DEAN

(School Name & Address)

(Phone no & email)

UNDERTAKING For Foreign National Studying at NMIMS University

(Applicable for Student Exchange)

To

SVKM'S NMIMS Deemed-to-be-University

School of _____

Mumbai

Sub: Arrived from ------------------- Partner University Abroad as part of Students exchange program

I, _____ student of---------------Partner University studying Full Time _____ (Course Name) from batch of year _____ has Joined_____Course at ----------School through international student exchange program in the semester/Trimester _____.

I have gone through the Student Exchange Policy document and Student Resource Book and have volunteered to join the exchange program of my own will and with the consent of my parents/ guardian. I will adhere to the rules and regulations laid down in the MoU between Partner University and NMIMS University. I undertake to keep my institute /parents/guardian/family informed about details of my travel, my stay and my whereabouts and well-being during my stay.

I will adhere to the local law of the country (India) and will not involve or encourage in any activity which may be a potential threat to the integrity, safety and solidarity of India during my stay in the country.

I promise to uphold the values and honour of the NMIMS Deemed-to-be-University and fulfil my responsibilities as a student and treat everyone with dignity and respect. I hereby declare that I have clearly understood & will follow the instructions given from time to time and in case of a violation, not adhering to the expected code, I will be liable to suitable action as per SVKM'S NMIMS Deemed-to-be-University rules.

I hereby agree to abide by the rules and regulations expected during the entire programme.

_____   _____

Name & Signature of the student   Date

Mobile Phone Number: _____ (Self) _____

Note :

Application for availing the facility of a Scribe/Writer during Examinations
(To be submitted 7 days prior to the commencement of Examination)

For Office use:

Approved by (Exam. Dept)

Date:_____

_____

To,
The Controller of Examination
SVKM's NMIMS (Deemed-to-be University)
Vile Parle (W), Mumbai 400056

Dear Sir,

I wish to avail the facility of a Scribe/Writer during the Examination as per the below mentioned details:

Name of the Student: _____ Mobile No.:_____

Name of the School: _____

Name of Program: _____Roll No._____ Student No.:_____

Academic Year: _____Trimester. /Semester: _____

Type of Permanent /Temporary Physical Disability / Learning Disability: _____

Permanent /Temporary Physical Disability / Learning Disability

Details of Scribe being arranged by the undersigned

Name of the scribe: _____

Educational Qualification (with proof - Identity card of the current academic year): _____

Address and Contact No.:_____

_____
_____

Yours faithfully,

_____   _____
Signature of the Student   **Date**
Enclosed: Medical Certificate from a Registered Medical Practitioner with rubber stamp

Application for Duplicate Fee Receipt

Sir/Madam,

Kindly issue me Duplicate Fee receipt, since I have lost my Original Fee receipt.
Please find the particulars as under:

Fee Receipt:☐   Year: _____   Hostel Fee Receipt: ☐   Year: _____

Name: _____
                    (Surname)   (Name)   (Middle Name)

Course: _____ Academic Year: _____

Student Number _____Roll No. _____

Thanking You,

Yours Faithfully,

_____
(Student's Signature)

_ _

DUPLICATE FEE RECEIPTS WILL BE ISSUED AFTER 7 DAYS ON:

Office Remarks:

Receipt No: _____ Date: _____ for Rs.100/-

_____
(Receiver's Signature)

<u>REFUND FORM</u>   Annexure 8

Date: _____

• Excess Fees • Excess Deposit • Hostel Deposit (Please indicate as applicable)	
• SAP No. / Student No.	
• Student's Name	
• Student's Address	
• Student's contact number	
• School Name and Course	
• Email ID of the student	

Particulars of my bank for RTGS of the refundable amount are

Account holders Name: (Only student or parent's A/c information should be given.)	
Account No.:	
Bank Name:	
Bank Branch:	
IFSC:	
MICR:	

• Copy of Cancelled Cheque attached of the above mentioned Bank account no.   (Without Copy of cancelled cheque refund will not be processed.)

(Signature of Student)

Attachments Required

• Excess Fees/Excess Deposit Refund
   o Excess Fees/Excess Deposit - Original Receipt along with photocopy of Fees Receipt/Deposit Receipt.

• Hostel Deposit Refund
   o Original Hostel Deposit Receipt signed by Hostel-in-charge & Mr. Venugopal.

• Laboratory Deposit Refund
   o Original Laboratory Deposit Receipt signed by Laboratory In-Charge/Dean.
   o

SVKM'S NARSEE MONJEE INSTITUTE OF MANAGEMENT STUDIES

APPLICATION FOR MIGRATION CERTIFICATE

1. Name: _____

2. Address for Correspondence: _____
   _____
   _____

3. Permanent address: _____
   _____
   _____

4. Contact No. :(M) _____ (R) _____ Email Id:_____

5. Birth Date: _____

6. Date of leaving: _____

7. Details of the Examination passed from this university

Examinations	**Year of passing**	**Roll no**	**Results**

8. Name of the University where the student
   Proposes to register his / her name and the
   Name of the course.   _____

9. Name of the Institution where the
   Student proposes to join   _____

DECLARATION BY THE STUDENT

I hereby declare that I have not applied before for the Migration Certificate.

I further declare that I have not registered myself for any course in any other University other than the one which I am now interested in to register myself as stated in column 7 above.

Date: _____   _____

Mumbai 400056   (Signature of the student)

Note :- Please attach **the Photocopy of Final Year Mark sheet & Degree Certificate** along with the application.

P.T.O.

FOR OFFICE USE

1. Whether the Migration Certificate was _____
Issued to him / her before?
    If so, State the purpose for which it was obtained.

2. If the Migration Certificate was not utilized   _____
    State the approximate date and the year when
    It was returned to the Institute for Cancellation.

3. Date on which Migration Certificate was issued _____
    By the Institution last attended by the applicant.

4. Other Particulars if necessary: _____

The applicant has not been rusticated or debarred by the Institute, and I have no objection to a Migration Certificate being granted to him / her by the Institute.

He / She has been a student of _____since, _____, 20
And left in   _____20   .

I have ascertained and satisfied from the records that no application for a Migration Certificate on behalf on this candidate was made previous to this date.

                                                  _____

                            (Signature of Head of the Dept)

Place : _____

Date : _____

DETAILS OF MIGRATION CERTIFICATE ISSUED

Certificate No: _____   Date: _____

                            _____
                    (Signature of the Person of In – Charge)
_____

INSTRUCTION TO THE STUDENT
* The Prescribed fee of Rs. 300/- for Migration Certificate should invariably be sent along with application for Migration Certificate by Demand Draft drawn in favour of the SVKM's N.M.I.M.S. payable at Mumbai. The fees may be paid by cash in the Accounts Office along with the application.
* Fee for the Migration Certificate is accepted between 10.00 am to 5.00 pm on weekdays except on Sundays, Bank Holidays.

Clearance Certificate

Date: _____

Name: _____Contact No. _____

Student SAP No. _____   Roll No. _____

Programme:_____   Semester / Trimester _____

Department	Name of the Concerned Person	Signature
	Head of the Dept / Program Chairperson / Program co-ordinator	
Library (Books)	Librarian / Person In-charge	
Hostel *Applicable only for Hostellers*	Dy. Registrar (Admn) / Person In-charge	
IT / Computer Centre	Director (IT) / Person In-charge	
Admissions	Deputy Registrar (Admission) / or Person In-charge	
Examinations	COE / Deputy COE / Person In-charge	
Accounts	Finance Controller / Additional Finance Controller / Person In-charge	

Course Coordinator   Deputy Registrar / Assistant Registrar   Dean / Director

Undertaking by Students (HBS Cases/ Articles)

"To make the students aware about use of Harvard Cases and Articles (watermarked copy on Students Portal) and be aware of the **SVKM'S NMIMS regulations**, the following Undertaking Form is introduced, which should be signed by **students**. The same should be submitted to the concerned **Department** on the day of starting of classes."

I, Mr / Miss --- bearing login ID ----------------------- joining for ------- trimester/semester for the academic year -------- in NMIMS School of ------------------ do hereby undertake and abide by the following terms, and I will bring the **ACKNOWLEDGEMENT** duly signed by me on the re-opening day, **…………………..** at the College.

- I will never Remove or alter or tamper with the authors' names, watermarks or HBP copyright notices or other means of identification or disclaimers as they appear in the Content digitally or otherwise.
- I will never Upload or distribute any part of the Content on any electronic network, including the Internet and the World Wide Web, other than as specified in the user agreement.
- I will not Make the Content available in any other form or medium or create derivative works without the written permission of **NMIMS/ HBP.**

- I will not be cause or involve to Publishing, distributing or making available the Content, works based on the Content or works which combine the Content with any other content, other than as permitted in the User Agreement

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ACKNOWLEDGEMENT
I have gone through carefully the terms of the above undertaking and understand that following these are for own benefit and improvement. I also understand that if I fail to comply with these terms; will be liable to suitable action as per SVKM'S NMIMS rules and law. I undertake that I will strictly follow the above terms.

Signature: _____

Name:

_____
(First Name)   (Middle Name)   (Last Name)

Programme:……………………………………………………………………………………

Roll   Number: _____Email   ID:
_____

For Office Use:
Date of Receipt:_____
Signature of Course Coordinator:

OFFICE COPY

Student Undertaking with respect to the Student Guidelines
(Submit this form to your Course Coordinator within 7 days from receipt of Student Resource Book)

I, _____ have read the Student Guidelines of SVKM'S NMIMS, School of ---------------------- enclosed carefully and have understood its contents and their ramifications. I will always uphold the values and honour of the school of-----------------------, NMIMS. I promise to fulfil my responsibilities as a student and a human being and treat my colleagues, Staff and Faculty with dignity and respect. I hereby declare that I will follow the Student Guidelines and in case of a violation, consent to action, in accordance with the Management's decision.

I hereby agree to abide by the rules and regulations of SVKM'S NMIMS in my role as a participant of this program. I agree that NMIMS has the right to make any changes as it may deem fit in terms of the program content, method of delivery, faculty, refund policy, evaluation norms, standard of passing, Guidelines, etc. I also agree that in case of any dispute or differences about the program, the decision of the Vice-Chancellor of SVKM'S NMIMS will be final and binding on all the participants. These changes would be made if UGC / Statutory bodies make changes from time to time.

I understand that if I adopt any unfair means in admission process and during program, then my admission will be cancelled and all fees paid will be forfeited.

Signature: _____

Name: _____
      (First Name)   (Middle Name)   (Last Name)

Date of Birth: (dd/mm/yy) _____ Student SAP No._____

Roll Number: _____ Programme:_____

Email ID: _____ Contact Nos._____/_____

Address for Correspondence:
_____
_____
_____

Name of the parent _____Contact Nos: _____/_____

Office No: _____ Residence No.: _____ Mobile: _____

Parent's email ID _____

For Office Use :

Date of Receipt: _____ Signature of Course Coordinator _____

NMIMS Anthem

We do what's right and not what's easy

We give our best shot each and every time We set the standard

We are the future

We are a part of this institute so fine

NMIMS NMIMS

NMIMS NMIMS

Respect the past

Create the future

Transcend horizons however far

We have what it takes

We make a great team

At NMIMS each one is a star

NMIMS NMIMS

NMIMS NMIMS

Part II

Mukesh Patel School of Technology Management & Engineering

Message from Director / Dean / Associate Dean
Message from Dean

Dear Student,

Welcome to the vibrant campus of the Mukesh Patel School of Technology, Management and Engineering, SVKM's Deemed to be NMIMS University. You are about to embark on an exciting journey which will see you achieving your dreams and ambitions at the end of it. We shall ensure that your experience surpasses your expectations and that; it is equally fulfilling and enjoyable.

This Student Resource Book (SRB) is your guide to the academic requirements, conduct rules and many activities that take place in and outside the classrooms. More importantly, it specifies the standards we hold and what we expect of you in your conduct as a student of this University. The compilation of academic curricula is separately given (progressively) for each Program. This is subject to changes based on the review and revisions recommended by the Board of Studies and approved by the Academic Council from time to time.

It is the responsibility of all the students to get themselves familiarized with the rules and regulations of the Institute and University. The University / Institute reserves the right to amend the rules and regulations mentioned in the SRB without any prior notice. The decision of the University shall be final on all the matters. The SRB is for the purpose of providing information to you about the University and its programmes and is not a regulation book of the University. Hence, no claim can be made based on the information given in this book.

Dear student, this is the time in your life when you need to plan ahead and work diligently to get maximum benefit out of the various avenues available to you through our multidisciplinary and flexible curriculum. You could choose to get more specialization in your branch of study through our advanced elective tracks or follow your inclination and pursue an interdisciplinary minor certification. Available also are opportunities to do your internship in the industry or a foreign university, get into a MS programme through our MoU's with top universities abroad or pursue research in your field.

What is important is for you to judiciously plan the course of your career right from the first year. This is also the time for you to develop an all-round personality, make lasting friendships and enjoy this phase of your college life.

We wish you all the very best in your pursuit for happiness and a successful career.

With Best Regards,

Alka Mahajan

Content

1. General Guidelines

- All students are expected to be professionally dressed and groomed to maintain decency and decorum of the "profession". For girl students, off shoulder tops/spaghetti tops/crop tops/transparent dress/shorts are strictly not allowed.
- The use of cell phones in class rooms is strictly prohibited. Strict action will be taken against students using cell phones in the class room
- Misconduct of any sort from any student will be dealt with strictly. Any student resorting to any indecent, unruly behaviour or found causing disturbance, annoyance or raising voice for any reason which results in irritating or disturbing any other person, shall be considered as 'misconduct' and will be dealt with accordingly.

1.1 Academic Guidelines

The school uses learning management system for smooth conduct of academic and administrative activities. Online Student Portal is available to get updates on the following:

(i)   Notices
(ii)   Daily Attendance
(iii)   Internal Continuous Assessment
(iv)   Examination
(v)   Teaching Scheme and Syllabus

Students are advised to check the student portal regularly for updates.

URL: https://portal.svkm.ac.in/usermgmt/login
For more details, refer to Part I, item 13

Contact hours and credit details are as follows: - From Part I

Details	Credit	Equivalence in hrs. per week	Total Hours in 15 weeks of a Semester
Class room teaching	1	1	15
Lab/presentation of work	1	2	30
Tutorial	1	1	15

Credits for Internship / In-Plant Training and Projects of MBA Tech., B. Tech. and B. Tech. Integrated programs are based on the stream.

1.2 Program Validity

In continuation to the re-admission rules explained in Part I of this SRB, the maximum duration permissible for completion of each of the programmes is mentioned in the table below:

S. No.	Name of the programme	Duration of the programme (in years)	Maximum duration permissible for completion the programme (in years)
1	MBA Tech	5	7
2	B Tech	4	6
3	B Tech Integrated	6	8
4	M Tech	2	4
5	MCA	2	4

1.3 Discipline Norms and Penalty

In continuation to the Discipline Norms and Penalty explained in Part I of this SRB, the names of committee members of the school are as follows:

1.3.1 Anti-Ragging Committee

1.	Dr. Alka Mahajan	Chairperson	alka.mahajan@nmims.edu	9820189008
2.	Dr. Seema Shah	Member Secretary	Seema.shah@nmims.edu	9004678000
3.	Dr. Geetha Iyer	Member	Geetha.Iyer@nmims.edu	9819757189
4.	Mr. Dilip Varhadi	Member (Police)	juhupolicestation@gmail.com	9870458518
5.	Mrs. Nyla Masood	NGO	nylamas@gmail.com	9820087571
6.	Mr. Satheesh Krishna Pillai	Parent Member	skprashas@gmail.com	8369820334
7.	Dr. Ajay Phirke	Member	Ajay.phirke@nmims.edu	9619993107

8.	Ms. Anjali Barmukh	Member	Anjali.Barmukh@nmims.edu	9820031359
9.	Ms. Madhavi Thanvi	Member (Lady Representative of Student Council Team)	madhavi.thanvi193@nmims.edu.in	7021971001
10.	Mr. Aryan Zingade	Student Member	aryan.zingade001@nmims.edu.in	9967444074
11.	Mr. Anshu Poswalia	Student Member	Anshu.poswalia76@nmims.edu.in	8451838847

Anti-Ragging Squad

1.	Dr. V.R. Lakshmigorty	Member	VR.Lakshmigorty@nmims.edu	9757075048
2.	Prof. Samadhan Deshmukh	Member Secretary	Samadhan.Deshmukh@nmims.edu	9004392646
3.	Prof. Kamal Mistry	Member	Kamal.Mistry@nmims.edu	9768666215
4.	Prof. Rodrigues Anjana	Member	Anjana.Rodrigues@nmims.edu	9967903565
5.	Dr. Vinita Khatri	Member	Vinita.Khatri@nmims.edu	9757305047
6.	Prof. Sumita Nainan	Member	Sumita.Nainan@nmims.edu	9867753210
7.	Mr. Ravikumar Bellary	Member	Ravikumar.Bellary@nmims.edu	9819660202
8.	Ms. Poorva Chadha	Student Member GS	poorva.chadha11@nmims.edu.in	8828467640

1.3.2 Disciplinary Committee

1.	Dr. Pravin Srinath	Convener	Pravin.srinath@nmims.edu	9167658212
2.	Dr. Manoj Anaokar	Member	Manoj.Anaokar@nmims.edu	9869107573
3.	Dr. Sumita Nainan	Member	sumita.nainan@nmims.edu	9867753210
4.	Prof. Saurav Verma	Member	Saurav.Verma@nmims.edu	9920477884
5.	Prof. Ainal Abdul Azeez	Member	AinalAbdul.Azeez@nmims.edu	9049349478
6.	Ms. Gauri Pedgulkar	Member	gauri.pedgulkar@nmims.edu	9930466309

1.3.3 Woman Grievance Redressal Committee

1.	Dr. Archana Bhise	Chairperson	archana.bhise@nmims.edu	9819300924
2.	Dr. Ashwini Rao	Member Secretary	Ashwini.Rao@nmims.edu	8652266591
3.	Prof. Swati Donde	Member	Swati.Donde@nmims.edu	9967647920
4.	Dr. Jinu Kurian	Member	Jinu.Kurian@nmims.edu	9833952219
5.	Prof. Prasad Gharat	Member	Prasad.Gharat@nmims.edu	9820675266
6.	Ms. Madhavi Thanvi	Member (Lady Representative of Student Council Team)	madhavi.thanvi193@nmims.edu.in	7021971001
7.	Mr. Jai Yadav	Student Member	Jai.yadav050@nmims.edu.in	7021287887

1.3.4 Collegiate Student Grievance Redressal Committee:

1.	Dr. Asha Ingle	Chairperson	Asha.ingle@nmims.edu	9769020012
2.	Dr Avinash More	Member Secretary	Avinash.more@nmims.edu	9833442232
3.	Dr. Siba Panda	Member	Siba.Panda@nmims.edu	8080616910
4.	Dr. Geetha Iyer	Member	Geetha.Iyer@nmims.edu	9819757189
5.	Ms. Geeta Chaudhari	Member	Geeta.Chaudhari@nmims.edu	9820758019
6.	Ms. Hetvi Hirani	Student Member	Hetvi.hirani31@nmims.edu.in	9930270720

1.3.5 Departmental Student Grievance Redressal Committee:

	B Tech			
1.	Dr Meenal Mategaonkar	Chairperson	Meenal.mategaonkar@nmims.edu	9323141646
2.	Prof. Kiran Desai	Member	Kiran.Desai@nmims.edu	9821757579
3.	Dr Pravin Srinath	Member	Pravin.Srinath@nmims.edu	9167658212
4.	Dr. Siba Panda	Member	Siba.Panda@nmims.edu	8080616910
5.	Mr. Sudarshan Bhange	Member	Sudarshan.Bhange@nmims.edu	9769690555
6.	Ms. Arushi Rai	Student Representative	Arushi.rai110@nmims.edu.in	9152411265
	MBA Tech			
1.	Dr. Geetha Iyer	Chairperson	Geetha.Iyer@nmims.edu	9819757189
2.	Dr. Vijay T. Raisinghani	Member	Vijay.Raisinghani@nmims.edu	9892182969
3.	Dr Vidya Sawant	Member	Vidya.Sawant@nmims.edu	9987206818
4.	Prof. Prasad Gharat	Member	Prasad.Gharat@nmims.edu	9820675266
5.	Ms. Vidya Raul	Member	Vidya.Raul@nmims.edu	9823832968
6.	Mr. Sunandan Gupta	Student Representative	Sunandan.dasgupta11@nmims.edu.in	9820934218
	B Tech Integrated			
1.	Dr. Seema Shah	Chairperson	Seema.shah@nmims.edu	9833818846

2.	Dr Manoj Sankhe	Member	Manoj.Sankhe@nmims.edu	9819941828
3.	Dr Ravi Terkar	Member	Ravi.Terkar@nmims.edu	9322730001
4.	Prof Bhisaji Surve	Member	Bhisaji.Surve@nmims.edu	9820703971
5.	Mr. Prachin Patil	Member	Prachin.patil@nmims.edu	9869512435
6.	Mr. Siddhaant Gautam	Student Representative	Siddhant.gautam27@nmims.edu.in	9820157325

1.3.6 Institutional Student Grievance Redressal Committee:

1.	Dr. Vaishali Kulkarni	Chairperson	Vaishali.Kulkarni@nmims.edu	9920668187
2.	Dr Heena Shevde	Member Secretary	Heena.Shevde@nmims.edu	8898880781
3.	Prof Sheetal Gonsalves	Member y	Sheetal.Gonsalves@nmims.edu	9820360483
4.	Dr. Siba Panda	Member	Siba.Panda@nmims.edu	8080616910
5.	Dr. Geetha Iyer	Member	Geetha.Iyer@nmims.edu	9819757189
6.	Dr Nikhil Gala	Member	Nikhil.Gala@nmims.edu	9769733722
7.	Ms. Anjali Barmukh	Member	Anjali.Barmukh@nmims.edu	9820031359
8.	Ms. Rachana Shetty	Student Representative	Rachana.shetty283@nmims.edu.in	7304305973

1.4 Internal Complaints Committee:

1.	Dr Meenal Mategaonkar	Chairperson	Meenal.mategaonkar@nmims.edu	9323141646
2.	Dr Pravin Srinath	Member Secretary	Pravin.Srinath@nmims.edu	9167658212
3.	Dr Ashish Deshmukh	Member	Ashish.Deshmukh@nmims.edu	9892198501
4.	Ms Aparna Mahesh	Member	Aparna.Mahesh@nmims.edu	9820593587

2. Placement Guidelines:

Mukesh Patel School of Technology Management and Engineering was established in the year 2006 under the aegis of Narsee Monjee Institute of Management Studies as one of its constituent Schools. It plays a distinct role in providing excellence in engineering and management education thereby creating human resources of value to industry and society both at national and international level.

MPSTME was essentially established to serve the need of creating an innovative and integrated space for technology education interspersed with sound management practices that converged with changing industry as well as societal needs. The vision was to match the emerging demands in the field by creating holistically trained engineers possessing sound technical expertise as well as a vision to integrate their knowledge into creating technology that serves the changing needs of present world.

Mukesh Patel School of Technology Management and Engineering has a stellar record of student placements. MPSTME alumni hold senior positions across industries in various geographies. The MPSTME placements team guides students for landing a role aligned with their aspirations and taking their first steps in the corporate world.

Placement assistance is offered to students of various programs across all campuses. The Placement Office facilitates the process of placements – internship and recruitment by creating an interface between recruiters and students. Efforts are made to market the programs with their merits with an endeavour to get companies to offer internships/recruit students. The selection process specified by the company is followed. The PlaceCom - Placement Committee of students is actively involved in the placement activities – contacting/visiting companies located in metros and major cities for placement presentations and also coordinate various activities during the placement processes.

The Placement Office devises placement guidelines that are in the larger interest of the School and students, in consultation with students and faculty. Students are expected to maintain decorum and abide by the guidelines during placement processes. In the event of non-conformance to the placement guidelines, the School reserves the right to initiate corrective action.

The Placement process typically involves –
- Batch Preparation
- Pre Placement Talks
- Internships/Projects
- Final Placements

2.1 Batch Preparation
The Comprehensive Batch Preparation Program is to enhance the suitability of candidates and orient them to industry practices and expectations.
a. Interactive sessions with alumni/industry experts in various profiles that help students to gain clarity on role/fit, understanding expectations of the company, future prospects - career evolution, right approach for cracking interviews, listen to first-hand experience and get a feel of life in a particular profile etc.
b. Assigning faculty mentors to guide students.
c. Interaction with seniors who have undergone internships and are working full time to gain insights of the corporate world.
d. Mock interviews with alumni/corporates to get a direct feedback from people in relevant industries.
e. Guest talks and workshops on various topics from corporates.
f. Resume building as per guidelines and vetting by faculty mentors.
g. Training modules covering Aptitude, Technical and Employability Skills.

2.1.1 Prior to the commencement of the selection process it is expected that students should be having a fair idea about their interest, sector and specialization or at least have some long term vision of where they want to be and should direct their efforts accordingly. A bit of clarity will help students land a good internship/job.
2.1.2 Hence students should do a thorough research about the company, the business, the sector, other players in the sector, the technologies, the services or products, the financials etc. and be prepared with a background and fact file prior to the process. Also some additional information – the number of interns/recruits in the past, whether the company has a PPO policy, the roles offered, the experience of seniors who interned / worked with the company etc. will be of help.
2.1.3 The Placement Office also involves companies in a number of Campus Engagement activities – contests, projects, workshops, seminars, guest talks etc. that would benefit a larger number of students and also help in promoting the excellent quality of the batch.
2.1.4 Based on the guidelines, students will have to prepare their resume that would encapsulate information about academics, projects, certifications, technical skills, internship, co-curricular activities, extracurricular activities, awards, achievements, hobbies etc.

2.2 Pre-Placement Talk – PPT

PPT's are a medium wherein the company officials disseminate information regarding the company, the profile, the compensation etc. and clarify the queries of students. The company officials invest time and effort to disseminate info and the interactive session will make them feel confident about the batch available for selection. Hence students are requested to participate and ask relevant questions.

2.3 Internships/Projects

2.3.2 The Placement Office makes all efforts to reach out for internships across varied sectors, companies and profiles. Based on ones' interests and capabilities one should seek internships. Choosing the correct company for internships and performing up to the mark is of utmost importance.

2.3.3 The Internships are not only a window to the corporate world but also a relationship-building tool. It allows the companies to have a look at the talent, thereby strengthening Final Placements.

2.3.4 Internships are an integral part of the curriculum for securing the degree. It is a great learning platform for our students and goes a long way in shaping the learning obtained in the classroom. This experience is of immense use to students to enable them to acclimatize themselves to the intricacies of the corporate world.

2.3.5 The project is expected to build on the theoretical learning with practical experience and help students to identify the gaps in their learning, which they can attempt to fill in.

2.3.6 Interactions during the internships both with other interns as well as employees help students to understand the expectations/needs of the organisation, the sector in general, to identify the gaps in their learning and in orienting oneself towards the sector and developing the required skill sets to emerge as the most suitable candidate.

2.3.7 Internships also hold a special significance as it is an apt mechanism for companies to spot bright talent early. Many companies have structured internship process which is used as a 'testing ground' to gain a direct understanding of the skill and ability of students leading to declaration of PPO's/PPI's. We encourage candidates to work towards such offers that are based on internship performance.

2.3.8 Pre Placement Offer (PPO) is an Offer by the company to the intern acknowledging the excellent work done during the internship. Pre Placement Interview (PPI) is an opportunity by the company for the intern to be directly selected for the interview for final placements. Thus, the students should be careful in applying to the companies of their choice and should put in all efforts to convert the internship into an Offer. Thus, the seriousness of this cannot be overstated.

2.3.9 Internship duration for B Tech, B Tech Integrated and MCA – 6 months during last semester of the last year. Guidelines will be shared by the Placement Cell prior to the Placement season. While feedback from the company is sought, the internship is also evaluated by the School that could involve faculty guide monitoring the performance; periodic report submissions, evaluations, Viva Voce etc.

2.4 Final Placements

2.4.2 Leading companies across sectors aspire to recruit students of MPSTME. Each company has its own set of characteristics or qualities that they look for in a candidate. Hence, the company devises the eligibility criteria and selection process accordingly.

2.4.3 The process of selection starts with inviting applications based on the eligibility, profile, job description, compensation details shared by the company. The student applications are then sent to companies for further shortlisting. Students are required to check their emails/Placement Portal/Student Portal, etc. regularly for information updates.

2.4.4 Every effort will be made to facilitate the placement process. However, it is the effort of the student that gets him/her selected for the job.

2.4.5 Companies could have one or multiple rounds for selection – case analysis, group discussion, group exercises, aptitude test, technical test, coding test, psychometric assessment, interviews etc. Reasons like location, family issues etc. should not be constraints to students. They are expected to be mobile and have the capability to adjust and adapt and respond to emergent situations successfully.

2.4.6 Students who do not wish to participate in the placement process are expected to formally notify the Placement Office vide the 'Opted Out Form' mentioning the reason, which could be higher studies, entrepreneurship, family business, preparation for public services exam, seeking placements on their own giving with the names of such companies and details. The reason being, to iron out any hitches that may crop up later as the Placement Office approaches many companies and would like to continue the cordial relationship with them.

Placement Department will be sharing to the batch, guidelines related to Resume, PPT, Internships, PPO's/PPI's, Final Placements etc. and it is expected that students follow the same. The School reserves the right to change, modify the guidelines in the best interest of the batch and the program. Students are free to approach the Placement Office for any queries or guidance. Students have to follow internship and placement guidelines shared by the placement department before the process begins.

3. MPSTME International linkages

The NMIMS Department of International Linkages (DIL) fosters partnerships with premier institutions around the world to enhance NMIMS standing as a world-class institution. Towards the University's Vision to be a globally admired University by 2030, DIL has actively engaged with leading institutions around the world to foster student and faculty exchange, research collaboration and cross-cultural learning. Under the Twining Agreements/ Dual Degree programs students study a part of their program at MPSTME, NMIMS and then go and complete the rest of the program at a partner University abroad. Students may apply and attend summer schools in universities abroad. Further details are available at https://engineering.nmims.edu/mpstme-international-linkages/. Students can fill in the enquiry form on that website if they have any further queries.

The Universities abroad with which MPSTME has MoUs are given below:

MPSTME International Linkages
- Virginia Tech, USA
- Stevens Institute of Technology, USA
- University of New South Wales, Australia
- Western Sydney University, Australia
- University of Canberra, Australia
- University of Buffalo (UB), USA

Contact Details:
Name – Dr. Dhirendra Mishra
Designation – Professor, Computer Engineering, Professor-in charge of International Relations, Chairperson, 3+1+1 Coordinated Program in collaboration with Virgina Tech, USA
Email ID - dhirendra.Mishra@nmims.edu

4. **Examination Guidelines (ICA / TEE, Passing Criteria, Grading system, method of calculation of CGPA, Re-Examination, exceptional cases – medical etc.)**

A student will undergo Internal Continuous Assessment (ICA) for each course/subject in all the semesters. Various components of such continuous assessment would be as decided by the respective course/ subject faculty and approved by Dean /Director of the school concerned.

Break up for evaluation of each course will be as under:

Component	Marks
Mid Term Test / Project/Assignment/ Presentation/ Weekly Tests / Case Study/ Quizzes / any other (School)	50
Final term / semester-end examination (University)	50
Total	**100**

4.1 Semester-end-exam Passing Criteria for each Course
- To pass in a particular course/subject in any of the semester end examination or semester end re-examination, student must secure a minimum of 40% marks of the total maximum marks of that subject, in the semester end examination.
- "F" Grade will be awarded, where marks obtained are less than 40% in aggregate or where the marks obtained in the semester end examination are less than 40% of the total maximum marks of the respective course.
- Students who obtain marks between 40 and 49.99 would be awarded 'D' grade (low pass). Please refer to the 'Grading' scheme as mentioned in point no. 8.
- For course/subjects, which have only Internal Continuous Assessment component, minimum passing requirement will be 40%.
- There is no provision for award of grace marks to any student.

4.2 Non – fulfilment of Passing Criteria
- A student who has failed to fulfill the passing criteria as given above, will be required to appear for semester-end re-examination which will be conducted after declaration of results as per the Academic Calendar. The internal marks will be carried forward for the re-examination. A student has to submit an online re-examination form.
- A student who is required to appear in the re-examination must pay the prescribed fees/charges for re-examination before commencement of the re-examination. A student who does not fill the re- examination form online and / or does not pay the requisite re-examination fee will not be allowed to appear at the re- examination. Students are advised to keep track of the re-examination form submission window'. It is the sole responsibility of the students to fill in the re-examination form. No notice will be given by the University to the students for the same.
- A student who has failed to fulfil the passing criteria of semester I courses after reexamination, will be allowed to attend the classes and appear at the examination/ re-examination of Semester II.
- Remedial classes will be organized, on request, for students who failed to fulfil the passing criteria as mentioned above, before the conduct of the re-examination.

4.3 Progression to the subsequent year of the programme
A student will be promoted to the subsequent year of the programme as per permissible F / D grade (refer 5.2).

5. **Promotion Rules and ATKT (Allowed to Keep Terms): B. Tech. / B. Tech (Integrated) / MBA (Tech.)**
General
5.1 Student who has passed in all the courses/subjects (as per the criteria laid down herein under) of Semester I and II examinations of the first academic year will be promoted to the second year of the concerned programme. As regards to the admission to the third year, students must have passed in all the courses/subjects of first year. For admission to the fourth year, students must have passed in all the courses/subjects of second year. Similarly, for admission to the fifth year, students must have passed in all the courses/subjects of third year (wherever applicable). A student who has passed in all the subjects of Semester III and IV examinations of the second year will be promoted to the third year of the concerned programme. A student who has passed in all the subjects of Semester V and VI examinations of the third year will be promoted to the fourth year of the concerned programme. Likewise, a student who has passed in all the subjects of Semester VII and VIII examinations of the fourth year will be promoted to the fifth year of the concerned programme (wherever applicable)

5.2 A student will be promoted to the subsequent year of the program even when he/she has equivalent of up to two 'F' grades (Two 'D's seen as equivalent to one 'F' grade), refer table section 5.9. For example, a student who fails in Semester I examination will be "Allowed To Keep Term" (ATKT) and will be permitted to attend lectures and appear at Term-End examinations of Semester II. This means that students will be allowed to keep terms for both the semesters during the first academic year, irrespective of the number of failures in any number of courses/subjects of the first semester of that academic year. This criterion will apply to the subsequent years also. Such students will be

allowed to appear at term-end re-examination in the F and D grade courses/subjects. The internal assessment marks obtained by the students will be carried forward. Students are advised to keep track of the examination / re-examination timetables.

Please refer to the following table for different scenarios for better understanding:

Progression allowed	Progression not allowed
2F, 0D	3F, 0D
1F, 2D	2F, >=1D
0F, 1D	1F, >=3D
0F, 2D	>=3F, >=1D
0F, 3D	4F, 0D
0F, 4D	
1F, 1D	
1F, 0D	
0F, 0D	

5.3 A student who has equivalent of or upto two 'F' grades (Two 'D's seen as equivalent to one 'F' grade) in **B Tech (Integrated) / B Tech / MBA Tech** program in an academic year after the said re-examination will also be allowed to enter the next year of the program. Such students will be required to appear for examinations of **the F and D grade subjects** during the related Semester-end examinations / re-examinations along-with the regular students of next year.

5.4 **NUE (Non University Examination conducted by the School)** – The re-examination of such courses/subjects will be held with the re-examination of the subjects conducted by University. The Examination will be held only for the TEE component; however, the ICA marks will remain unchanged. If a student fails in re-examination (Refer passing criteria) and after application of progression rule, if student is not eligible for promotion, he /she will have to take re-admission for the entire year or appear for the re-examination by opting non attending option.

5.5 Courses with only ICA evaluation
There is no provision of re-examination under this category. The student has to loose a year and take re-admission in the same semester in the subsequent academic year of the programme.

6. Promotion Rules: M. Tech. / MCA

A student will be promoted to the subsequent year of the programme only when he/ she has no F grade and/ or not more than 2 D grades in the year after re-examination.

Non – fulfillment of Passing Criteria
A student who has failed to fulfil the passing criteria as given above, will be required to appear for semester-end reexamination which will be conducted immediately after declaration of results of the said regular semester-end examination. The internal marks will be carried forward for the re-examination. A student has to submit an online re-examination form available on students' portal. Such students who fail to submit the form will not be allowed to appear for the re- examination. A student who has failed to fulfil the passing criteria of Semester I courses after re-examination, will be allowed to attend the classes and appear at the examination/ re-examination of Semester II (and so on).

In case, the student fails even in the re-examination, which is so held, he/ she can appear at the term end re-examination in the subsequent year of the program or seek readmission for the entire year. Students who have got "F" grades in 1 or 2 courses and do not want to take readmission are allowed to stay at home and appear for the term end re-examination after paying necessary examination fees. Such students who directly appear for the term end re-examination, their internal component assessment (ICA) marks will be carried forward to the next academic year and they will be appearing only for the term end re-examination (TEE) for 100 marks. Students also have an option for taking readmission for the entire year in the next academic year and re-do all the courses, that is both the ICA and TEE components.

6.1 **NUE (Non University Examination conducted by the School)** – The re-examination of such courses/subjects will be held with the re-examination of the subjects conducted by University. The Examination will be held only for the TEE component; however, the ICA marks will remain unchanged. If a student fails in re-examination (Refer passing criteria) and If a student gets 'D' / 'F' grade, more than the permissible limit, after

re–examination, as per progression rule he/she can take re- admission in the next academic year or in case student does not wish to take readmission, he/she is allowed to stay at home and appear for the term end re-examination after paying necessary examination fees. Such students who directly appear for the term end re-examination, their internal component assessment (ICA) marks will be carried forward to the next academic year and they will be appearing only for the term end re-examination (TEE) for 100 marks.

6.2 Courses with only ICA component – If a student does not satisfy passing criteria there will be no re-examination, **the student has to take re-admission in the same semester in the subsequent academic year**.

7. **Attendance Rule :** In continuation to Point No 3.2.4 mentioned in Part I, students who have attendance less than 80% in individual subject/s in a semester and if the Dean of the respective School / Director of campus has not given exemption or even after giving 10 % exemption the (attendance is less than 80%), the student will not be permitted to appear at the semester end examination conducted for that semester and will have to take re-admission in the same semester in the subsequent academic year by paying requisite fees on prorata basis as per the prevailing rules of NMIMS and complete all the requirements of the program. Such students will not be allowed to keep term of higher/further semesters and will be required to take re-admission in subsequent academic year.

8. **Grading System**
   - The University follows a letter grading system leading to the award of a four-point Grade Point Average (GPA) for each term and Cumulative Grade Point Average (CGPA) for all the terms until date.
   - 'Letter grades' and corresponding 'grade points' are as under:

Grade	Grade Points	Class interval of marks	
A+	4	100%	85%
A	3.75	84.99%	81%
A-	3.5	80.99%	77%
B+	3.25	76.99%	73%
B	3	72.99%	69%
B-	2.75	68.99%	65%
C+	2.5	64.99%	61%
C	2.25	60.99%	57%
C-	2	56.99%	50%
D	1.5	49.99%	40%
F	0	39%	0

8.1 Calculation of Grade Point Average (GPA)

Grade point Average for a term will be computed by dividing, the sum of product of grade point of each course/subjects and credit value assigned to each respective course by the sum of credits assigned to all the courses / subjects for the related term.

$$GPA = \frac{\sum C \times G}{\sum C}$$

where,
C = Credit value assigned to a course /subject
G = Grade point value assigned to a student for course / subject corresponding to the letter grade (refer table given)

GPA = Grade point Average shall be calculated for individual term and referred to as Semester/ Trimester Grade Point Average.

8.2 Calculation of Cumulative Grade Point Average (CGPA)
Cumulative Grade Point Average up to and including a term will be computed by dividing the sum of product of grade point of each course / subject and credit value assigned to each respective course by the sum of credits assigned to all the courses / subjects up to and including the related term till date.

$$CGPA = \frac{\Sigma C \times G}{\Sigma C}$$

where,

C = Credit value assigned to a course /subject

G = Grade point value assigned to a student for course / subject corresponding to the letter grade (refer table given)

If a student has failed to fulfil passing standard under any head in any subject (i.e. 'Semester/ trimester End Examination' and/ or 'aggregate'), he/ she shall be deemed to have failed in that subject.

9. **General Examination Rules**

- A student who remains absent from term / semester re-examination / s due to any reason in any subject shall be marked as 'AB' in the result / grade sheet / transcript for the subject / s in which he / she has remained absent. All such students will be allowed to appear at re-examination in the said subject. A student who remains absent in the re-examination would not be able to avail any further reexamination chance.
- In order to receive the degree, the student will have to pass in all the examinations of all the years
- Grievance Redressal : In case a student is not satisfied with the result / grade received by him in a particular subject, he/she may follow the 'Grievance Redressal Procedure' in case he/ she desires.
- The fees for re-examinations and re-admission will be decided by the University from time to time.
- In case of any disputes / differences, decision of the University shall be final and binding on the students. If a student desires to institute any legal proceedings against the University, such legal proceedings shall be instituted only in the court at Mumbai in whose jurisdiction the application is submitted by the student and not in any other court.
- Modification in criteria/rules: On the recommendation of the Board of Studies of the MPSTME and the Board of Examinations, the Academic Council shall have the sole discretionary right to modify all or any of the above criteria at any time without prior notice.

The above rules would be applicable to all the students who have taken admission / re-admission / year back students who are progressed in the next year of the program w.e.f. the academic year 2022- 2023.

9.1 The evaluations are conducted in a continuous manner and uniformly throughout the semester. For objective and comprehensive evaluation, NMIMS believes in multi-criteria, multi judge evaluation and multiple evaluation instruments. The course faculty conducts the Continuous Assessments and the details of evaluation instruments, their weightages and schedule are announced by the course faculty at the respective School.

9.2 The common semester end examination is conducted to evaluate students in terms of their understanding of concepts, knowledge of tools and techniques and their application to the business situations. The knowledge of current events is tested through Internal Continuous Assessment (ICA) and semester-end examination in the form of analysis of current development.

9.3 Credits are based on number of hours per week e.g. 3 credits = 3 contact hrs. / per weeks.

9.4 Deviation, if any, from above mentioned evaluation schemes will be communicated separately.

9.5 For all the programs, the weightage for each component will be specified by the Faculty and will form an integral part of the course outline (as per specific requirement of school/programme). The Faculty has flexibility to formulate and implement evaluation system with weightage specified in course outline. While approving the courses, the HOD/Area-in-charge and the Dean/Directors/ Associate Dean will ensure that the evaluation components and weightage points assigned to each component are fair.

9.6 If the Term End examination is conducted by school, the re-examination will also be conducted by school.

10. **Internship / project Guidelines**

There shall be following opportunities of industry interaction for MBA (Tech) students:
   i. MBA Tech Technical Internship Program (TIP) for 6-8 weeks after Third Year
   ii. Management Internship Program (MIP) of 19 weeks (May to 1st week of September) after Fourth Year for MBA Tech

10.1 MBA Tech Technical Internship Program (TIP) (Training)
   a. TIP will be for 6-8 weeks after semester VI.
   b. The objective of TIP is to provide an overview of the working of the industries and the latest technology and practices followed in the field chosen by the student. The objective is also to provide an appreciation of the practical application of the theory learned in the class.
   c. MPSTME will assist the students in selecting the right industry in their field of specialization and arrange

for an Industry mentor and faculty supervisor to help the student and monitor his/her progress.

    d.   The TIP operational guidelines covering the process and the evaluation criteria will be shared in semester V of the program.

B Tech Technical Internship Program

The students can undergo an optional training (self-organized, 4-6 weeks) during the summer vacation (May and June) after the completion of 3rd year (after semester VI examinations).

10.2 MBA Tech Management Internship Program (Training)

The training shall be of 19 weeks duration commencing at the end of 8th semester. The objective shall be to get an all- round exposure for students and enhance their skills in industrial project working with the thrust on managerial content in their respective technology sectors. The training shall comprise of project work, which shall be in the area of the discipline in which the student is majoring in. Further, the project shall preferably have Technical and Management content. **(i.e. It shall be of a techno-managerial nature). Projects could be multidisciplinary in nature. Total Marks: 200**

10.3 Project – B Tech / BTI

The principal objective of this course is to involve students in various industry projects based on real-world problems under the guidance of faculty and industry mentors. This course allows students to apply and extend the knowledge gained throughout the program in designing, developing, and testing projects. It also helps the students to develop technical skill sets along with time management, presentation skills, and leadership qualities.

The continuous assessment of the project work will be carried out based on the weekly performance, discussions and reporting to faculty and industry mentor. The final evaluation will be carried out by industry/academic experts at the end of the semester

10.4 B Tech / MBA Tech Summer Training

The students can undergo an optional training (self-organized, 4-6 weeks) during the summer vacation (May and June) after the completion of 2nd year (after semester IV examinations).

10.5 Course policy / Tutorial policy

- The course policy / tutorial policy document for a particular course/subject provides detailed information about the teaching plan, pedagogy, reference material and evaluation criteria.
- At the beginning of every semester, the faculty members will share the course policy / tutorial policy for every course/subject.

11. Teaching assistantships

- A limited number of technical assistantships from time to time may be available for all students of M. Tech.
- There will be a notice from concerned faculty inviting applications from students to assist the min doing a research project for a stipulated period.
- Students will be selected by the faculty under whom they wish to work.

12. Community Service:

In this course students are provided with an opportunity to volunteer services to Government, Non-government agencies, Hospitals, Schools and the Community. The services will be provided for any consecutive three weeks during the summer vacation between Semester-II and Semester-III (for first year students) and during the summer vacation between Semester-IV and Semester-V (for lateral entry students). Emphasis is placed on development and enhancement of organizational, leadership skills and character of students. Students will understand critical issues facing society and explore all aspects of giving back to the society. It is mandatory noncredit course. A student must undergo and pass the course.

13. List of E resources subscribed by NMIMS

S. No.	Database	Sr. No.	Database	Sr. No.	Database
	LIBRARY SOFTWARE		**RESEARCH DATABASES**		**MARKETING DATABASES**
1.	Koha	21.	CMIE: Economic Outlook	36.	WARC
	GRAMMAR/PLAGIARISM CHECK SFT.	22.	CMIE: Prowess IQ		
2.	Grammarly	23.	EViews 8		**FINANCE LAB**
3.	Turnitin	24.	ISI Emerging Markets		
	ELECTRONIC JOURNAL DATABASES	25.	SPSS: AMOS	37.	Bloomberg
4.	ProQuest Central	26.	Statista		**SWAYAM / NDL**
5.	EBSCO	27.	STATA	38.	National Digital Library
6.	Economic and Political Weekly			39.	SWAYAM
7.	JSTOR				
8.	Co-Design			40.	Consortium for Educational Communication (CEC)
9.	Current Science		**COMPANY DATABASE**		**Case study Database**
10.	Design and Culture	28.	Capitaline AWS	41.	Harvard Business School Publishing
11.	Ergonomics in Design		**STATISTICAL DATABASE**		
12.	Design for Health	29.	IndiaStat		
13.	The Design Journal	30.	EPWRF India Time Series		
14.	Information Design Journal		**LAW DATABASES**		
15.	Fast Company	31.	Hein Online		
	ENGINEERING DATABASES	32.	SCC Online		
16.	DELNET	33.	American Journal of International Law		
17.	IEL Online /IEEE	34.	International Legal Materials		
18.	NPTEL	35.	Law and Literature		
	E-BOOKS DATABASES				
19.	E-brary				
20.	Pearson E-Books				

14. Course Structures and Guidelines – of all programmes

MUKESH PATEL SCHOOL OF TECHNOLOGY MANAGEMENT AND ENGINEERING

Vision

Play a distinct role in providing excellence in engineering and technology management education thereby creating human resources of value to industry and society both at national and international level.

Mission

1. Formulate relevant curriculum through strong industry linkages and interaction.
2. Ensure quality of education through pedagogical innovations
3. Undertake and promote relevant research
4. Ensure multifaceted development of students, faculty and staff through continuous introspection and inputs.
5. Set up the international linkages with Institutes /industry of repute

Information Technology Department

Vision

Department of IT will impart quality education and conduct research relevant to needs of the national and international community which will help to improve quality of human life.

Mission

To prepare human resource with technical and management skills to meet the contemporary Information Technology demands of the industry and society at large by delivering relevant curriculum, using the state of the art pedagogical innovations, and undertake relevant research.

Programme Educational Objectives (PEO)

A. **Technical Growth** - Graduates will be successful in modern engineering practice and entrepreneurship, integrate into the local and global workforce, and contribute to the economy of India.
B. **Professional Skills** – Graduates will continue to acquire and demonstrate the professional skills necessary to be competent employees, assume leadership roles, and enjoy career success and satisfaction.
C. **Professional Attitude and Citizenship**-Graduates will become productive citizens demonstrating high ethical and professional standards, make sound engineering or managerial decisions, and have enthusiasm for the profession and professional growth.

Student Outcomes (SOs)

Graduates of the B Tech. in Information Technology program will have an ability to:
1. Analyze a complex computing problem and to apply principles of computing and other relevant disciplines to identify solutions.
2. Design, implement, and evaluate a computing-based solution to meet a given set of computing requirements in the context of the program's discipline.
3. Communicate effectively in a variety of professional contexts.
4. Recognize professional responsibilities and make informed judgments in computing practice based on legal and ethical principles.
5. Function effectively as a member or leader of a team engaged in activities appropriate to the program's discipline.

In addition to outcomes 1 through 5, graduates of the Information Technology program will also have an ability to: Identify and analyze user needs and to take them into account in the selection, creation, integration, evaluation, and administration of computing-based systems.

In addition to outcomes 1 through 5, graduates of the Cybersecurity program will also have an ability to:
6. Apply security principles and practices to maintain operations in the presence of risks and threats.

Course Structure MBA Tech (IT) for (Batch 2022-27)					
First Year					
Semester – I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	English Communication	1	3	Elements of Biology	3
4	Programming for Problem Solving	4	4	Engineering Graphics and Design	3
5	Basic Electrical and Electronics Engineering	3	5	Data Structures and Algorithms	4
6	Design Thinking	0	6	Professional Ethics	1
7	Digital Manufacturing Laboratory	1	7	Constitution of India	0
8	Electrical and Electronics Workshop	1	8	Critical Thinking	0
9	Environmental Science	2			
	Total	**20**		**Total**	**18**
Second Year					
Semester – III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Probability and Statistics	3
2	Signals and Systems	3	2	Management Accounting for Engineers	2
3	Principles of Economics and Management	3	3	Operating Systems	3
4	Technical Communication	1	4	Computer Networks	3
5	Digital Logic Design	3	5	Object Oriented Programming	3
6	Database Management Systems	3	6	Principles of Artificial Intelligence	3
7	Computer Organisation and Architecture	3	7	Programming for Analytics	2
8	Web Programming	3	8	Data Warehousing and Mining	4
9	Python Programming	1			
10	Community Service	0			
	Total	**23**		**Total**	**23**
Third Year					
Semester – V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Computer Interaction	3	1	Interpersonal Skills	1
2	Embedded Systems	3	2	Mobile Application Development	3
3	Software Engineering	3	3	Machine Learning	3
4	Department Elective I (Choose any one)	3	4	Software Project Management	2
5	Visual Analytics	1	5	System Administration	2
6	Open Elective I **	3	6	Department Elective II (Choose any one)	3
7	Open Elective II ***	3	7	Department Elective III (Choose any one)	3
			8	Open Elective III[++]	3
			9	Open Elective IV[+++]	3
	Total	**19**		**Total**	**23**

Fourth Year					
Semester – VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Department Elective IV (Choose any one)	3	1	Cloud Computing	3
2	Information Systems Security	3	2	Department Elective V(Choose any one)	3
3	Open Elective V##	3	3	Capstone Project	5
4	Technical Internship	4	4		
	Total	**13**		**Total**	**11**
1	Business Statistics	2	1	Business Analytics	2
2	Operations Management	2	2	Project Management	2
3	Quantitative Techniques	2	3	Financial Management	2
4	Fundamentals of Accounting	1	4	B2B Marketing	2
5	Financial Analysis and Working Capital Management	2	5	Design Thinking and Innovation - II	1
6	Marketing Management	2	6	Organizational Behaviour	2
7	Design Thinking and Innovation - I	1	7	Business Research Methods	2
8	Information System Management	2	8	Personal Skills for Business*	2
	Total	**14**		**Total**	**15**
				Value Added Courses	
				Spreadsheet modelling	0
Fifth Year					
Semester - IX			**Semester - X**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Resource Management	2	1	Strategic Management	2
2	Personal Skills For Business	2	2	Management of Technology*	2
3	Elective- 1	2	3	Business Problem Solving *	2
4	Elective- 2	2	4	Elective- 5	2
5	Elective- 3	2	5	Elective- 6	2
6	Elective- 4	2	6	Elective- 7	2
			7	Elective- 8	2
	Total	**12**		**Total**	**14**
	Value Added course			**Value Added Course**	
	MIP	12		Foreign Languages (any one)	2
	Management Internship Programme – 12 Credits and 19 weeks				

Total Credits 219

Course Structure B Tech (IT) for (Batch 2022-26)

First Year					
Semester – I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	English Communication	1
4	Programming for Problem Solving	4	4	Basic Electrical and Electronics Engineering	3
5	Engineering Graphics and Design	3	5	Digital Manufacturing Laboratory	1
6	Professional Ethics	1	6	Electrical and Electronics Workshop	1
7	Constitution of India	0	7	Data Structures and Algorithms	4
8	Critical Thinking	0	8	Environmental Science	2
			9	Design Thinking	0
	Total	**19**		**Total**	**19**
Second year					
Semester – III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Probability and Statistics	3
2	Signals and Systems	3	2	Management Accounting for Engineers	2
3	Principles of Economics and Management	3	3	Operating Systems	3
4	Technical Communication	1	4	Computer Networks	3
5	Digital Logic Design	3	5	Object Oriented Programming	3
6	Database Management Systems	3	6	Principles of Artificial Intelligence	3
7	Computer Organisation and Architecture	3	7	Programming for Analytics	2
8	Web Programming	3	8	Data Warehousing and Mining	4
9	Python Programming	1			
10	Community Service	0			
	Total	**23**		**Total**	**23**
Third Year					
Semester – V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Computer Interaction	3	1	Interpersonal Skills	1
2	Embedded Systems	3	2	Mobile Application Development	3
3	Software Engineering	3	3	Machine Learning	3
4	Department Elective I (Choose any one)	3	4	Software Project Management	2
5	Visual Analytics	1	5	System Administration	2
6	Open Elective I **	3	6	Department Elective II (Choose any one)	3
7	Open Elective II ***	3	7	Department Elective III (Choose any one)	3
			8	Open Elective III[++]	3
			9	Open Elective IV[+++]	3
	Total	**19**		**Total**	**23**
Fourth Year					
Semester – VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Department Elective IV (Choose any one)	3	1	Project	10
2	Department Elective V(Choose any one)	3			
3	Information Systems Security	3			
4	Cloud Computing	3			
5	Open Elective V	3			
6	Capstone Project	4			
	Total	**19**		**Total**	**10**

Total Credits – 155

Course Structure B. Tech Computer Science and Engineering (Cybersecurity) - (Batch 2022-26)

First Year					
Semester - I			**Semester -II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	English Communication	1
4	Programming for Problem Solving	4	4	Basic Electrical and Electronics Engineering	3
5	Engineering Graphics and Design	3	5	Digital Manufacturing Laboratory	1
6	Professional Ethics	1	6	Electrical and Electronics Workshop	1
7	Constitution of India	0	7	Data Structures and Algorithms	4
8	Critical Thinking	0	8	Environmental Science	2
			9	Design Thinking	0
	Total	**19**		**Total**	**19**
Second Year					
Semester -III			**Semester -IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Probability and Statistics	3
2	Signals and Systems	3	2	Management Accounting for Engineers	2
3	Technical Communication	1	3	Operating Systems	3
4	Principles of Economics and Management	3	4	Computer Networks	3
5	Digital Logic Design	3	5	Introduction to Cryptography	3
6	Database Management Systems	3	6	Data Warehousing and Mining	4
7	Computer Organisation and Architecture	3	7	Object Oriented Programming	3
8	Python Programming	1	8	Mobile Application Development	3
9	Web Programming	3			
10	Community Service	0			
	Total	**23**		**Total**	**24**
Third Year					
Semester -V			**Semester -VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Cybersecurity Fundamentals	3	1	Interpersonal Skills	1
2	Network Security	3	2	Vulnerability Assessment and Penetration Testing	3
3	Software Engineering	3	3	Digital Forensics and Incident Response	4
4	Department Elective I	3	4	System Administration	2
5	Visual Analytics	1	5	Department Elective II	3
6	Open Elective - I	3	6	Department Elective III	3
7	Open Elective - II	3	7	Open Elective - III	3
			8	Open Elective - IV	3
	Total	**19**		**Total**	**22**
Fourth Year					
Semester -VII			**Semester -VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Department Elective IV	3	1	Project	10
2	Department Elective V	3			
3	Human and Legal Aspects of Cybersecurity	3			
4	Cybersecurity Risk management	3			
5	Open Elective - V	3			
6	Capstone Project	4			
	Total	**19**		**Total**	**10**

Total Credits – 155

Course Structure B Tech Integrated (IT) for students admitted in AY 2022-23 (Batch 2022-28)

First Year					
Semester – I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Mathematics-I	4	1	Mathematics-II	4
2	Physics-I	4	2	Physics-II	4
3	Chemistry-I	4	3	Introduction to Electrical and Electronics Engineering	3
4	Engineering Drawing	3	4	Fundamentals of Mechanics-Statics	4
5	Mechanical Workshop	1	5	Introduction to IT Systems	2
6	Preparatory Course in English	2	6	Electrical and Computer Workshop	1
	Total	**18**		**Total**	**18**
Second Year					
Semester – III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Mathematics-III	4	1	Mathematics-IV	4
2	Physics-III	4	2	Physics-IV	3
3	Chemistry-II	4	3	Data Structures	4
4	Programming for Problem Solving	4	4	Life Skills	2
5	Multimedia and Animation	3	5	Constitution of India	0
	Total	**19**		**Total**	**13**
Third Year					
Semester – V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Elements of Biology	3	2	Environmental Science	2
3	Introduction to Data Communication and Networks	4	3	Unix Shell Programming	4
4	Design and Analysis of Algorithms	3	4	Introduction to Web Development	3
5	Introduction to IT Infrastructure Landscape	3	5	Innovation and Entrepreneurship	2
6	Design Thinking	0	6	Implementation of Technology	3
7	English Communication	1	7	Critical Thinking	0
			8	Professional Ethics	1
	Total	**18**		**Total**	**19**
Fourth Year					
Semester – VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Probability and Statistics	3
2	Signal and Systems	3	2	Management Accounting for Engineers	2
3	Principles of Economics and Management	3	3	Operating Systems	3
4	Technical Communication	1	4	Computer Networks	3
5	Digital Logic Design	3	5	Object Oriented Programming	3
6	Database Management Systems	3	6	Principles of Artificial Intelligence	3
7	Computer Organisation and Architecture	3	7	Programming for Analytics	2
8	Web Programming	3	8	Data Warehousing and Mining	4
9	Python Programming	1			
10	Community Service	0			
	Total	**23**		**Total**	**23**

Fifth Year					
Semester – IX			**Semester - X**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Computer Interaction	3	1	Interpersonal Skills	1
2	Embedded Systems	3	2	Mobile Application Development	3
3	Software Engineering	3	3	Machine Learning	3
4	Department Elective I (Choose any one)	3	4	Software Project Management	2
5	Visual Analytics	1	5	System Administration	2
6	Open Elective I **	3	6	Department Elective II (Choose any one)	3
7	Open Elective II ***	3	7	Department Elective III (Choose any one)	3
			8	Open Elective III++	3
			9	Open Elective IV+++	3
	Total	**19**		**Total**	**23**
Sixth Year					
Semester – XI			**Semester - XII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Department Elective IV (Choose any one)	3	1	Project	10
2	Department Elective V(Choose any one)	3			
3	Information Systems Security	3			
4	Cloud Computing	3			
5	Open Elective V	3			
6	Capstone Project	4			
	Total	**19**		**Total**	**10**

Total Credits 222

<p style="text-align: center;">**Computer Engineering Department**</p>

Vision

Play a significant role in creating Computer Engineering Graduates with sound technical and managerial skills

of value to industry and society both at national and international level.

Mission

The Computer Engineering Department endeavors for excellence in creating, applying and imparting knowledge in computer engineering through comprehensive curriculum and innovative teaching-learning process.

Provide a sound technical and managerial foundation and multifaceted development that prepares student to excel in higher education, research or technical/managerial profession that can adapt to rapidly changing technology in computer engineering.

Programme Educational Objectives (PEO)

A. **Technical Growth** - Graduates will be successful in modern engineering practice and entrepreneurship, integrate into the local and global workforce, and contribute to the economy of India.

B. **Professional Skills**-Graduates will continue to acquire and demonstrate the professional skills necessary to be competent employees, assume leadership roles, and enjoy career success and satisfaction.

C. **Professional Attitude and Citizenship**-Graduates will become productive citizens demonstrating high ethical and professional standards, make sound engineering or managerial decisions, and have enthusiasm for the profession and professional growth.

Student Outcomes (SOs)

Graduates of the B Tech. in Computer Engineering program will have an ability to:

1. Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
2. Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
3. Communicate effectively with a range of audiences.
4. Recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
5. Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
6. Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.
7. Acquire and apply new knowledge as needed, using appropriate learning strategies.

Course Structure for MBA Tech Computer Engineering Programme (Batch 2022-27)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	English Communication	1	3	Elements of Biology	3
4	Programming for Problem Solving	4	4	Engineering Graphics and Design	3
5	Basic Electrical and Electronics Engineering	3	5	Data Structures and Algorithms	4
6	Design Thinking	0	6	Professional Ethics	1
7	Digital Manufacturing Laboratory	1	7	Constitution of India	0
8	Electrical and Electronics Workshop	1	8	Critical Thinking	0
9	Environmental Science	2			
	Total	**20**		**Total**	**18**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Probability and Statistics	3	1	Complex Variables and Transforms	4
2	Discrete Mathematics	3	2	Computer Organization and Architecture	3
3	Technical Communication	1	3	Design and Analysis of Algorithms	3
4	Management Accounting for Engineers	2	4	Principles of Economics and Management	3
5	Digital Logic Design	3	5	Microprocessor and Microcontroller	4
6	Database Management Systems	3	6	Theoretical Computer Science	3
7	Computer Networks	3	7	Web Programming	3
8	Data Extraction and Processing	2			
9	Python Programming	1			
10	Community Service	0			
	Total	**21**		**Total**	**23**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Software Engineering	3	1	Cyber Security	3
2	Artificial Intelligence	3	2	Embedded Systems	3
3	Image and Video Processing	4	3	Machine Learning	3
4	Operating Systems	3	4	Department Elective II	3
5	Department Elective I	3	5	Department Elective III	3
6	Open Elective I	3	6	Open Elective III	3
7	Open Elective II	3	7	Open Elective IV	3
			8	Interpersonal Skills	**1**
	Total	**22**		**Total**	**22**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Cloud Computing	3	1	Department Elective - VI	3
2	Department Elective IV	3	2	Capstone Project	5
3	Department Elective V	3			
4	Open Elective V	3			
5	Technical Internship	4			
	Total	**16**		**Total**	**8**
1	Business Statistics	2	1	Business Analytics	2
2	Operations Management	2	2	Project Management	2

3	Quantitative Techniques	2	3	Financial Management	2
4	Fundamentals of Accounting	1	4	B2B Marketing	2
5	Financial Analysis and Working Capital Management	2	5	Design Thinking and Innovation - II	1
6	Marketing Management	2	6	Organizational Behaviour	2
7	Design Thinking and Innovation - I	1	7	Business Research Methods	2
8	Information System Management	2	8	Personal Skills For Business *	2
	Total	**14**		**Total**	**15**
				Value Added Courses	
				Spreadsheet modelling	0

Fifth Year					
Semester - IX			**Semester - X**		
S. No.	**Course**	**Credits**	S. No.	**Course**	**Credits**
1	Human Resource Management	2	1	Strategic Management	2
2	Personal Skills For Business	2	2	Management of Technology*	2
3	Elective- 1	2	3	Business Problem Solving *	2
4	Elective- 2	2	4	Elective- 5	2
5	Elective- 3	2	5	Elective- 6	2
6	Elective- 4	2	6	Elective- 7	2
			7	Elective- 8	2
	Total	**12**		**Total**	**14**
	Value Added course			**Value Added Course**	
	MIP Management Internship Programme – 12 Credits and 19 weeks	12		Foreign Languages (any one)	2

Total Credits for the Programme   **219**

Course Structure for MBA Tech Artificial Intelligence Programme (Batch 2022-27)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Data Structures and Algorithms	4
3	Basic Electrical and Electronics Engineering	3	3	Elements of Biology	3
4	English Communication	1	4	Probability and Random Variables	3
5	Programming for Problem Solving	4	5	Engineering Graphics and Design	3
6	Digital Manufacturing Laboratory	1	6	Professional Ethics	1
7	Electrical and Electronics Workshop	1	7	Constitution of India	0
8	Environmental Science	2	8	Critical Thinking	0
9	Design Thinking	0			
	Total	**20**		**Total**	**18**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Operating Systems	3
2	Random processes and Estimation Techniques	4	2	Statistical Methods	3
3	Database Management Systems	3	3	Machine Learning	4
4	Computer Architecture	2	4	Signal and Image Processing	4
5	Python Programming	1	5	Optimization Techniques	3
6	Intelligent Systems - I	3	6	Principles of Economics and Management	3
7	Technical Communication	1	7	Integral Transforms	3
8	Management Accounting for Engineers	2			
9	Community Service	0			
	Total	**19**		**Total**	**23**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Computer Networks	3	1	Intelligent Systems - II	3
2	Deep Learning	3	2	Robotics	3
3	Natural Language Processing	3	3	Robotic Process Automation	3
4	Department Elective - I	3	4	Department Elective - III	3
5	Department Elective - II	3	5	Department Elective - IV	3
6	Open Elective I	3	6	Open Elective - III	3
7	Open Elective - II	3	7	Open Elective - IV	3
			8	Interpersonal Skills	1
	Total	**21**		**Total**	**22**

Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Computer Vision	3	1	Software Engineering	3
2	Department Elective - V	3	2	Human Computer Interaction	3
3	Department Elective - VI	3	3	Capstone Project	5
4	Open Elective - V	3			
5	Technical Internship	4			
	Total	**16**		**Total**	**11**
1	Operations Management	2	1	Business Analytics	2
2	Quantitative Techniques	2	2	Project Management	2
3	Financial Analysis and Working Capital Management	2	3	Financial Management	2
4	Marketing Management	2	4	B2B Marketing	2
5	Innovation - I	1	5	Innovation - II	1
6	Information System Management	2	6	Organizational Behaviour	2
	Business Communication	2	7	Business Research Methods	2
			8	Personal Skills For Business-I *	1
	Total	**13**		**Total**	**14**
	Value Added Courses			**Value Added Courses**	
	Fundamentals of Accounting	0		Spreadsheet modelling	0
Fifth Year					
Semester - IX			**Semester - X**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Resource Management	2	1	Strategic Management	2
2	Legal Aspects of Business	2	2	Management of Technology	2
3	Personal Skills For Business -II*	1	3	Business Problem Solving *	2
4	Elective- 1	2	4	Elective- 5	2
5	Elective- 2	2	5	Elective- 6	2
6	Elective- 3	2	6	Elective- 7	2
7	Elective- 4	2	7	Elective- 8	2
	Total	**13**		**Total**	**14**
	Value Added course			**Value Added Course**	
	MIP Management Internship Programme – 12 Credits and 19 weeks	12		Foreign Languages (any one)	2

Total Credits for the Programme **218**

Course Structure for B Tech Computer Engineering Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	English Communication	1
4	Programming for Problem Solving	4	4	Basic Electrical and Electronics Engineering	3
5	Engineering Graphics and Design	3	5	Data Structures and Algorithms	4
6	Professional Ethics	1	6	Environmental Science	2
7	Constitution of India	0	7	Digital Manufacturing Laboratory	1
8	Critical Thinking	0	8	Electrical and Electronics Workshop	1
			9	Design Thinking	0
	Total	**19**		**Total**	**19**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Probability and Statistics	3	1	Complex Variables and Transforms	4
2	Discrete Mathematics	3	2	Computer Organization and Architecture	3
3	Technical Communication	1	3	Design and Analysis of Algorithms	3
4	Management Accounting for Engineers	2	4	Principles of Economics and Management	3
5	Digital Logic Design	3	5	Microprocessor and Microcontroller	4
6	Database Management Systems	3	6	Theoretical Computer Science	3
7	Computer Networks	3	7	Web Programming	3
8	Data Extraction and Processing	2			
9	Python Programming	1			
10	Community Service	0			
	Total	**21**		**Total**	**23**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Software Engineering	3	1	Cyber Security	3
2	Artificial Intelligence	3	2	Embedded Systems	3
3	Image and Video Processing	4	3	Machine Learning	3
4	Operating Systems	3	4	Department Elective II	3
5	Department Elective I	3	5	Department Elective III	3
6	Open Elective I	3	6	Open Elective III	3
7	Open Elective II	3	7	Open Elective IV	3
			8	Interpersonal Skills	1
	Total	**22**		**Total**	**22**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Cloud Computing	3	1	Project	10
2	Department Elective IV	3			
3	Department Elective V	3			
4	Department Elective VI	3			
5	Open Elective V	3			
6	Capstone Project	4			
7	Technical Internship	0			
	Total	**19**		**Total**	**10**

Total Credits for the Programme   **155**

Course Structure for B Tech Computer Science and Business Systems Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Linear Algebra	4
2	Statistics, Probability and Calculus	4	2	Statistical Methods	5
3	Fundamentals of Computer Science	4	3	Data Structures and Algorithms	4
4	Principles of Electrical Engineering	3	4	Principles of Electronics Engineering	4
5	Physics for Computing Science	4	5	Fundamentals of Economics	2
6	Business Communication and Value Science - I	4	6	Business Communication and Value Science – II	4
			7	Environmental Sciences	0
	Total	**22**		**Total**	**23**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Theoretical Computer Science	3	1	Operating Systems	3
2	Computer Organization and Architecture	3	2	Database Management Systems	3
3	Object Oriented Programming	4	3	Software Design with UML	4
4	Computational Statistics	4	4	Introduction to Innovation, IP Management and Entrepreneurship	3
5	Software Engineering	4	5	Business Communication and Value Science – III	4
6	Indian Constitution	0	6	Operations Research	3
			7	Essence of Indian Traditional Knowledge	0
	Total	**18**		**Total**	**20**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Design and Analysis of Algorithms	3	1	Computer Networks	3
2	Compiler Design	4	2	Information Security	4
3	Fundamentals of Management	2	3	Artificial Intelligence	3
4	Business Strategy	3	4	Financial and Cost Accounting	4
5	Design Thinking	0	5	Business Communication and Value Science–IV	3
6	Mini Project	1	6	Elective- II (Choose any one)	4
7	Elective- I (Choose any one)	4			
	Total	**17**		**Total**	**21**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Technical Internship Program	4	1	Services Science and Service Operational Management	4
2	Usability Design of Software Applications	3		IT Project Management	4
3	IT Workshop Skylab / Matlab	3		Marketing Management	2
4	Financial Management	2		Elective V (Choose Any One)	4
5	Human Resource Management	2		Elective VI (Choose Any One)	4
6	Elective III (Choose Any One)	4		Project Evaluation II	2
7	Elective IV (Choose Any One)	4			
8	Project Evaluation I	1			
	Total	**23**		**Total**	**20**

Total Credits for the Programme   162

Course Structure for B Tech Computer Science Program (Batch 2022 - 2026)					
Year of the Programme : First Year (Academic Year 2022-23)					
Semester I				**Semester II**	
Sr. No	Course Name	Credit/s	Sr. No	Course Name	Credit/s
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	English Communication	3
4	Programming for Problem Solving	3	4	Basic Electrical and Electronics Engineering	3
5	Engineering Graphics and Design	3	5	Data Structures and Algorithms	3
6	Professional Ethics	1	6	Workshop Practice	2
7	Constitution of India	0	7	Design Thinking	0
8	Critical Thinking	0			
	Total	**18**		**Total**	**18**
Year of the Programme : Second Year (Academic Year 2023-24)					
Semester III				**Semester IV**	
Sr. No	Course Name	Credit/s	Sr. No	Course Name	Credit/s
1	Probability and Statistics	3	1	Complex Variables and Transforms	4
2	Essentials of Computer Science	2	2	Discrete Mathematics	3
3	Environmental Science	2	3	Design and Analysis of Algorithms	3
4	Management Accounting for Engineers	2	4	Principles of Economics and Management	3
5	Digital Circuits and Computer Architecture	4	5	Design and Applications of Internet of Things	4
6	Database Management Systems	3	6	Theoretical Computer Science	3
7	Computer Networks	3	7	Web Programming	3
8	Data Extraction and Processing	2			
9	Python Programming	1			
10	Community service	0			
	Total	**22**		**Total**	**23**
Year of the Programme : Third Year (Academic Year 2024-25)					
Semester V				**Semester VI**	
Sr. No	Course Name	Credit/s	Sr. No	Course Name	Credit/s
1	Software Engineering	3	1	Introduction to Natural Language Processing	3
2	Compiler Design	3	2	Cyber Security	3
3	Image and Video Processing	4	3	Machine Learning	3
4	Operating Systems	3	4	Department Elective II	3
5	Department Elective I	3	5	Department Elective III	3
6	Open Elective I	3	6	Open Elective III	3
7	Open Elective II	3	7	Open Elective IV	3
			8	Interpersonal Skills	1
	Total	**22**		**Total**	**22**

Year of the Programme : Fourth Year (Academic Year 2025-26)					
Semester VII			**Semester VIII**		
Sr. No	Course Name	Credit/s	**Sr. No**	Course Name	Credit/s
1	Cloud Computing	3	1	Project	10
2	Department Elective IV	3			
3	Department Elective V	3			
4	Department Elective VI	3			
5	Open Elective V	3			
6	Capstone Project	4			
7	Technical Internship	0			
	Total	**19**		**Total**	**10**

Total Credits for the Programme   154

Course Structure for B Tech Artificial Intelligence Programme (Batch 2022-26)						
First Year						
Semester - I				**Semester - II**		
S. No.	**Course**	**Credits**		**S. No.**	**Course**	**Credits**
1	Calculus	4		1	Linear Algebra and Differential Equations	4
2	Physics	4		2	Probability and Random variables	3
3	English Communication	1		3	Elements of Biology	3
4	Programming for Problem Solving	4		4	Engineering Graphics and Design	3
5	Basic Electrical and Electronics Engineering	3		5	Data Structures and Algorithms	4
6	Environmental Science	2		6	Digital Manufacturing Laboratory	1
7	Critical Thinking	0		7	Electrical and Electronics Workshop	1
8	Constitution of India	0		8	Professional Ethics	1
				9	Design Thinking	0
	Total	**18**			**Total**	**20**
Second Year						
Semester - III				**Semester - IV**		
S. No.	**Course**	**Credits**		**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3		1	Operating Systems	3
2	Random processes and Estimation Techniques	4		2	Statistical Methods	3
3	Database Management Systems	3		3	Machine Learning	4
4	Computer Architecture	2		4	Signal and Image Processing	4
5	Intelligent Systems - I	3		5	Optimization Techniques	3
6	Python Programming	1		6	Management Accounting for Engineers	2
7	Technical Communication	1		7	Integral Transforms	3
8	Principles of Economics and Management	3				
9	Community Service	0				
	Total	**20**			**Total**	**22**
Third Year						
Semester - V				**Semester - VI**		
S. No.	**Course**	**Credits**		**S. No.**	**Course**	**Credits**
1	Computer Networks	3		1	Intelligent Systems - II	3
2	Deep Learning	3		2	Robotics	3
3	Natural Language Processing	3		3	Robotic Process Automation	3
4	Department Elective - I	3		4	Department Elective - III	3
5	Department Elective - II	3		5	Department Elective - IV	3
6	Open Elective I	3		6	Open Elective - III	3
7	Open Elective - II	3		7	Open Elective - IV	3
				8	Interpersonal Skills	1
	Total	**21**			**Total**	**22**
Fourth Year						
Semester - VII				**Semester - VIII**		
S. No.	**Course**	**Credits**		**S. No.**	**Course**	**Credits**
1	Human Computer Interaction	3		1	Project	10
2	Computer Vision	3				
3	Software Engineering	3				
4	Department Elective - V	3				
5	Department Elective - VI	3				
6	Open Elective - V	3				
7	Capstone Project	4				
	Total	**22**			**Total**	**10**

Total Credits for the Programme   **155**

Course Structure for B Tech Artificial Intelligence and Machine Learning Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Probability and Random variables	3
3	English Communication	1	3	Elements of Biology	3
4	Programming for Problem Solving	4	4	Engineering Graphics and Design	3
5	Basic Electrical and Electronics Engineering	3	5	Data Structures and Algorithms	4
6	Environmental Science	2	6	Digital Manufacturing Laboratory	1
7	Critical Thinking	0	7	Electrical and Electronics Workshop	1
8	Constitution of India	0	8	Professional Ethics	1
			9	Design Thinking	0
	Total	**18**		**Total**	**20**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Mathematics	3	1	Operating Systems	3
2	Random processes and Estimation Techniques	4	2	Statistical Methods	3
3	Database Management Systems	3	3	Machine Learning	4
4	Computer Organization and Architecture	3	4	Signal and Image Processing	4
5	Intelligent Systems - I	3	5	Optimization Techniques	3
6	Python Programming	1	6	Management Accounting for Engineers	2
7	Technical Communication	1	7	Integral Transforms	3
8	Principles of Economics and Management	3			
9	Community Service	0			
	Total	**21**		**Total**	**22**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Computer Networks	3	1	Intelligent Systems - II	3
2	Deep Learning	3	2	Programing for Data Analysis	3
3	Natural Language Processing	3	3	Software Engineering	3
4	Department Elective - I	3	4	Department Elective - III	3
5	Department Elective - II	3	5	Department Elective - IV	3
6	Open Elective I	3	6	Open Elective - III	3
7	Open Elective - II	3	7	Open Elective - IV	3
			8	Interpersonal Skills	1
	Total	**21**		**Total**	**22**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Computer Interaction	3	1	Project	10
2	Computer Vision	3			
3	Distributed Computing	3			
4	Business Visualization	2			
5	Department Elective - V	3			
6	Open Elective - V	3			
7	Capstone Project	4			
	Total	**21**		**Total**	**10**

Total Credits for the Programme   **155**

Course Structure for B Tech Artificial Intelligence and Data Science Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Probability and Random variables	3
3	Engineering Graphics and Design	3	3	Elements of Biology	3
4	English Communication	1	4	Basic Electrical and Electronics Engineering	3
5	Programming for Problem Solving	4	5	Data Structures and Algorithms	4
6	Environmental Science	2	6	Digital Manufacturing Laboratory	1
7	Critical Thinking	0	7	Electrical and Electronics Workshop	1
8	Constitution of India	0	8	Professional Ethics	1
			9	Design Thinking	0
	Total	**18**		**Total**	**20**
Second Year					
Semester - III			**Semester - IV**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Discrete Mathematics	3	1	Operating Systems	3
2	Random processes and Estimation Techniques	4	2	Statistical Methods	3
3	Database Management Systems	3	3	Machine Learning	4
4	Computer Organization and Architecture	3	4	Signal and Image Processing	4
5	Intelligent Systems - I	3	5	Optimization Techniques	3
6	Python Programming	1	6	Management Accounting for Engineers	2
7	Technical Communication	1	7	Integral Transforms	3
8	Principles of Economics and Management	3			
9	Community Service	0			
	Total	**21**		**Total**	**22**
Third Year					
Semester - V			**Semester - VI**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Computer Networks	3	1	Intelligent Systems - II	3
2	Deep Learning	3	2	Programing for Data Analysis	3
3	Natural Language Processing	3	3	Software Engineering	3
4	Department Elective - I	3	4	Department Elective - III	3
5	Department Elective - II	3	5	Department Elective - IV	3
6	Open Elective I	3	6	Open Elective - III	3
7	Open Elective - II	3	7	Open Elective - IV	3
			8	Interpersonal Skills	1
	Total	**21**		**Total**	**22**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Human Computer Interaction	3	1	Project	10
2	Computer Vision	3			
3	Distributed Computing	3			
4	Business Visualization	2			
5	Department Elective - V	3			
6	Open Elective - V	3			
7	Capstone Project	4			
	Total	**21**		**Total**	**10**

Total Credits for the Programme   155

Course Structure B Tech Computer Science and Engineering (Data Science) (Batch 2022-26)

First Year					
Semester - I			**Semester - II**		
S. No	**Course Name**	**Credits**	**S. No**	**Course Name**	**Credits**
1	Introduction to Business Analytics and Business Intelligence	3	1	Principles of Accounting -I	3
2	Business Calculus	4	2	Principles of Economics -I	3
3	Introductory Psychology	3	3	Introduction to Business Statistics, Analytics and Modeling-I	3
4	Communication Skills-I	3	4	Communication Skills-II	3
5	Foundations of Business	3	5	Critical Thinking in Humanities	3
6	Engineering Graphics and Design	1	6	Physics	3
7	Programming for Problem Solving	3	7	Object Oriented Programming and	3
8	Basics of Electrical and Electronics Engineering	3	8	Computer Organization and Architecture	3
Total		**23**	**Total**		**24**
Second Year					
Semester - III			**Semester - IV**		
S. No	**Course Name**	**Credits**	**S. No**	**Course Name**	**Credits**
1	Principles of Accounting- II	3	1	Operations and Supply Chain	3
2	Principles of Economics- II	3	2	Introduction to Business Analytics	3
3	Introduction to Business Statistics, Analytics and Modeling-II	3	3	Systems Analysis and Design	3
4	Introduction to Programming in	3	4	Introduction to International Business	3
5	Foundations of Entrepreneurship	3	5	Introduction to Chemistry	3
6	Operating Systems	3	6	Careers in Business Information	1
7	Data Structures and Algorithms	3	7	Design and Analysis of Algorithms	3
8	Business Visualization	2			
9	Community Service	0			
Total		**23**	**Total**		**19**
Third Year					
Semester - V			**Semester - VI**		
S. No	**Course Name**	**Credits**	**S. No**	**Course Name**	**Credits**
1	Advanced Modeling for Business Analytics	3	1	Networks and Telecommunications	3
2	Advanced Business Computing and Applications	3	2	Information Security	3
3	Marketing Management	3	3	Database Management System	3
4	Principles of Management	3	4	Project Management	3
5	Design an Art for Consumers	3	5	Formal Language and Automata Theory	3
6	Data Wrangling	3	6	Artificial Intelligence	3
7	Machine Learning	3	7	Digital Image Video Processing	2
Total		**21**	**Total**		**20**

Fourth Year					
Semester - VII			**Semester - VIII**		
S. No	**Course Name**	**Credits**	**S. No**	**Course Name**	**Credits**
1	Data Governance, Privacy and	3	1	Field Study	3
2	Legal and Ethical Environment of	3	2	Cybersecurity Analytics for Business	3
3	Introduction to Finance	3	3	Crime and Conflicts in Cyberspace	3
4	Cyber Law and Policy	3	4	Cybersecurity Program Design	3
Total		**12**	**Total**		**12**

Total Credits 154

Course Structure for B Tech Integrated Computer Engineering Programme (Batch 2022-2028)					
First Year					
Semester - I			**Semester - II**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Mathematics-I	4	1	Mathematics-II	4
2	Physics-I	4	2	Physics-II	4
3	Chemistry-I	4	3	Introduction to Electrical and Electronics Engineering	3
4	Engineering Drawing	3	4	Fundamentals of Mechanics-Statics	4
5	Mechanical Workshop	1	5	Introduction to IT Systems	2
6	Preparatory Course in English	2	6	Electrical and Computer Workshop	1
	Total	**18**		**Total**	**18**
Second Year					
Semester - III			**Semester - VI**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Mathematics-III	4	1	Mathematics-IV	4
2	Physics-III	4	2	Chemistry-II	4
3	C Programming	3	3	Physics-IV	4
4	Basic Electronics	4	4	Python Programming	2
5	Computer Hardware and Maintenance	1	5	Multimedia and Animation	4
6	Constitution of India	0			
	Total	**16**		**Total**	**18**
Third Year					
Semester - V			**Semester - VI**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Elements of Biology	3	2	Computer Graphics	4
3	Programming for Problem Solving	4	3	Fundamentals of Ecommerce	4
4	Basic Data Structures	4	4	Java Programming	4
5	Fundamentals of Website Designing	2	5	Design Thinking	0
6	Critical Thinking	0	6	English Communication	1
7	Professional Ethics	1			
	Total	**18**		**Total**	**17**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Probability and Statistics	3	1	Complex Variables and Transforms	4
2	Discrete Mathematics	3	2	Computer Organization and Architecture	3
3	Technical Communication	1	3	Design and Analysis of Algorithms	3
4	Management Accounting for Engineers	2	4	Principles of Economics and Management	3
5	Digital Logic Design	3	5	Microprocessor and Microcontroller	4
6	Database Management Systems	3	6	Theoretical Computer Science	3
7	Computer Networks	3	7	Web Programming	3
8	Data Extraction and Processing	2			
9	Python Programming	1			
10	Community Service	0			
	Total	**21**		**Total**	**23**

	Fifth Year					
	Semester - IX				**Semester - X**	
S. No.	**Course**	**Credits**	**S. No.**	**Course**		**Credits**
1	Software Engineering	3	1	Cyber Security		3
2	Artificial Intelligence	3	2	Embedded Systems		3
3	Image and Video Processing	4	3	Machine Learning		3
4	Operating Systems	3	4	Department Elective II		3
5	Department Elective I	3	5	Department Elective III		3
6	Open Elective I	3	6	Open Elective III		3
7	Open Elective II	3	7	Open Elective IV		3
			8	Interpersonal Skills		1
	Total	**22**		**Total**		**22**
	Sixth Year					
	Semester - XI				**Semester - XII**	
S. No.	**Course**	**Credits**	**S. No.**	**Course**		**Credits**
1	Cloud Computing	3	1	Project		10
2	Department Elective IV	3				
3	Department Elective V	3				
4	Department Elective VI	3				
5	Open Elective V	3				
6	Capstone Project	4				
7	Technical Internship	0				
	Total	**19**		**Total**		**10**

Total Credits for the Programme   222

Course Structure for Master of Computer Application Programme (Batch 2022-24)					
First Year					
Semester – I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Operating Systems	3	1	Probability and Statistics	3
2	Database Management Systems	3	2	Software Engineering	3
3	Computer Networks	3	3	Advanced Web Technologies	4
4	Data Structures and Algorithms	4	4	Industrial Economics and Management	3
5	Java Programming	4	5	Department Elective - I	3
6	Web Technologies	4	6	Python Programming	3
7	English Communication	1	7	Mobile Application Development	2
8	Design Thinking	0	8	Professional Ethics for IT	1
			9	Technical Communication	1
	Total	**22**		**Total**	**23**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Artificial Intelligence	3	1	Major Project	15
2	Machine Learning	3			
3	Introduction to Cloud Computing	3			
4	Introduction to Cyber Security	3			
5	Department Elective - II	3			
6	Department Elective - III	3			
7	ASP.NET with C#	3			
8	Mini Project	2			
9	Interpersonal Skills	1			
	Total	**24**		**Total**	**15**

Total Credits for the Programme   **84**

Data Science Department

Vision

Play a distinct role in providing excellence in Data Science, Artificial Intelligence, Machine Learning and Management fundamentals and concepts using scientific methods, processes, algorithms and systems to extract knowledge and insights, thereby creating human resources of value to industry and society both at national and international level.

Mission

1. To prepare human resource in the areas of technical and management domains with strong analytical aptitude and problem-solving skills to meet the contemporary Business Analytics demands of the industry and society by delivering relevant curriculum, using the state-of-the-art pedagogical innovations developed by strong industry linkages, and undertake relevant research and consultancy.
2. Ensure multifaceted development of students, faculty and staff in computational sciences to Work on real life challenging problems through continuous introspection and inputs.
3. Set up the international linkages with Institutes/Industry of repute.

Program Educational Objectives (PEOs)

The Program Educational Objectives of B. Tech Data Science, B. Tech Integrated (Data Science), MBA Tech Data Science, M. Tech Data Science (Business Analytics) and M. Tech Artificial Intelligence Programs are to produce graduates and post graduates with the following objectives:

A. Establish themselves as Data Scientists, Data Engineers, Artificial Intelligence and Machine Learning Engineers and Subject Matter Experts in various private and public sectors that are involved in the design, creation, maintenance and use of industrial and organization data and help nation building
B. Solve real world problems by applying knowledge ethically that will benefit organizations and society at large.
C. Adapt to changing trends in Data Science, Business Analytics, Artificial Intelligence and Machine Learning and become lifelong learners.

Student Outcomes (SOs)

1. Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
2. Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
3. Communicate effectively with a range of audiences.
4. Recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
5. Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
6. Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.
7. Acquire and apply new knowledge as needed, using appropriate learning strategies.

Course Structure for MBA Tech Data Science Programme (Batch 2022-27)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	English Communication	1	3	Elements of Biology	3
4	Programming for Problem Solving	4	4	Engineering Graphics and Design	3
5	Basic Electrical and Electronics Engineering	3	5	Data Structures and Algorithms	4
6	Design Thinking	0	6	Professional Ethics	1
7	Digital Manufacturing Laboratory	1	7	Constitution of India	0
8	Electrical and Electronics Workshop	1	8	Critical Thinking	0
9	Environmental Science	2			
	Total	**20**		**Total**	**18**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Optimization Methods	4	1	Principles of Economics and Management	3
2	Management Accounting for Engineers	2	2	Stochastic processes and Applications	3
3	Managing Uncertainty	4	3	Statistical Structures in Data and Inference	4
4	Data Wrangling	3	4	Database Management Systems	3
5	Information Security and Privacy	2	5	Data handling and Visualization	2
6	Python For Data Analysis	2	6	Introduction to Data, Signal, and Image Analysis	4
7	Technical Communication	1	7	Mobile Application Development	3
8	Community Service	0			
	Total	**18**		**Total**	**22**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Introduction to Modern Application Development	3	1	Computer Vision and Applications	3
2	Applied Artificial Intelligence	4	2	Application of Machine Learning	3
3	Foundations of Machine Learning	4	3	Advance Data Structure for Analytics	3
4	Department Elective - I	3	4	Big Data	3
5	Department Elective - II	3	5	Department Elective - III	3
6	Open Elective I	3	6	Open Elective III	3
7	Open Elective II	3	7	Open Elective IV	3
			8	Interpersonal Skills	1
	Total	**23**		**Total**	**22**

Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Neural Networks and Deep Learning	3	1	Capstone project	5
2	Natural Language Processing	3	2	Department Elective - IV	3
3	Machine Learning Engineering	3	3	Department Elective - V	3
4	Open Elective V	3			
5	Technical Internship	4			
	Total	**16**		**Total**	**11**
1	Business Statistics	2	1	Business Analytics	2
2	Operations Management	2	2	Project Management	2
3	Quantitative Techniques	2	3	Financial Management	2
4	Fundamentals of Accounting	1	4	B2B Marketing	2
5	Financial Analysis and Working Capital Management	2	5	Design Thinking and Innovation - II	1
6	Marketing Management	2	6	Organizational Behaviour	2
7	Design Thinking and Innovation - I	1	7	Business Research Methods	2
8	Information System Management	2	8	Personal Skills for Business*	2
	Total	**14**		**Total**	**15**
				Value Added Courses	
				Spreadsheet modelling	0
Fifth Year					
Semester - IX			**Semester - X**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Human Resource Management	2	1	Strategic Management	2
2	Personal Skills For Business	2	2	Management of Technology*	2
3	Elective- 1	2	3	Business Problem Solving *	2
4	Elective- 2	2	4	Elective- 5	2
5	Elective- 3	2	5	Elective- 6	2
6	Elective- 4	2	6	Elective- 7	2
			7	Elective- 8	2
	Total	**12**		**Total**	**14**
	Value Added course			**Value Added Course**	
	MIP Management Internship Programme – 12 Credits and 19 weeks	12		Foreign Languages (any one)	2
	Total Credits for the Programme	**219**			

Course Structure for B Tech Data Science Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	English Communication	1
4	Programming for Problem Solving	4	4	Basic Electrical and Electronics Engineering	3
5	Engineering Graphics and Design	3	5	Digital Manufacturing Laboratory	1
6	Professional Ethics	1	6	Electrical and Electronics Workshop	1
7	Constitution of India	0	7	Data Structures and Algorithms	4
8	Critical Thinking	0	8	Environmental Science	2
			9	Design Thinking	0
	Total	**19**		**Total**	**19**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Optimization Methods	4	1	Management Accounting for Engineers	2
2	Principles of Economics and Management	3	2	Stochastic processes and Applications	3
3	Managing Uncertainty	4	3	Statistical Structures in Data and Inference	4
4	Data Wrangling	3	4	Database Management Systems	3
5	Information Security and Privacy	2	5	Data handling and Visualization	2
6	Python For Data Analysis	2	6	Introduction to Data, Signal, and Image Analysis	4
7	Technical Communication	1	7	Mobile Application Development	3
8	Community Service	0			
	Total	**19**		**Total**	**21**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Introduction to Modern Application Development	3	1	Computer Vision and Applications	3
2	Applied Artificial Intelligence	4	2	Application of Machine Learning	3
3	Foundations of Machine Learning	4	3	Advance Data Structure for Analytics	3
4	Department Elective - I	3	4	Department Elective - III	3
5	Department Elective - II	3	5	Open Elective III	3
6	Open Elective I	3	6	Open Elective IV	3
7	Open Elective II	3	7	Interpersonal Skills	1
	Total	**23**		**Total**	**19**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Neural Networks and Deep Learning	3	1	Project	10
2	Natural Language Processing	3			
3	Big Data	3			
4	Machine Learning Engineering	3			
5	Department Elective - IV	3			
6	Department Elective - V	3			
7	Open Elective V	3			
8	Capstone Project	4			
	Total	**25**		**Total**	**10**

Total Credits for the Programme   **155**

Course Structure for B Tech Integrated Data Science Course Structure 2022-2028						
First Year						
Semester - I			**Semester - II**			
S. No.	Course	Credits	S. No.	Course			Credits
1	Mathematics-I	4	1	Mathematics-II			4
2	Physics-I	4	2	Physics-II			4
3	Chemistry-I	4	3	Introduction to Electrical and Electronics Engineering			3
4	Engineering Drawing	3	4	Fundamentals of Mechanics-Statics			4
5	Mechanical Workshop	1	5	Introduction to IT Systems			2
6	Preparatory Course in English	2	6	Electrical and Computer Workshop			1
	Total	**18**		**Total**			**18**
Second Year						
Semester - III			**Semester - VI**			
S. No.	Course	Credits	S. No.	Course			Credits
1	Mathematics-III	4	1	Mathematics-IV			4
2	Physics-III	4	2	Physics-IV			4
3	Chemistry-II	4	3	Python Programming			2
4	C Programming	3	4	Multimedia and Animation			4
5	Basic Electronics	4	5	Constitution of India			0
6	Computer Hardware and Maintenance	1					
	Total	**20**		**Total**			**14**
Third Year						
Semester - V			**Semester - VI**			
S. No.	Course	Credits	S. No.	Course			Credits
1	Calculus	4	1	Linear Algebra and Differential Equations			4
2	Elements of Biology	3	2	Computer Graphics			4
3	Programming for Problem Solving	4	3	Fundamentals of Ecommerce			4
4	Basic Data Structures	4	4	Java Programming			4
5	Fundamentals of Website Designing	2	5	Critical Thinking			0
6	Design Thinking	0	6	Professional Ethics			1
7	English Communication	1					
	Total	**18**		**Total**			**17**
Fourth Year						
Semester - VII			**Semester - VIII**			
S. No.	Course	Credits	S. No.	Course			Credits
1	Optimization Methods	4	1	Management Accounting for Engineers			2
2	Principles of Economics and Management	3	2	Stochastic processes and applications			3
3	Managing Uncertainty	4	3	Statistical Structures in Data and Inference			4
4	Data Gathering and Cleaning- ETL process	3	4	Database Management Systems			3
5	Information Security and Privacy	2	5	Data handling and visualization			2
6	Python For Data Analysis	2	6	Introduction to Data, Signal, and Image Analysis			4
7	Technical Communication	1	7	Mobile Application Development			3
8	Community Service	0					
	Total	**19**		**Total**			**21**

Fifth Year					
Semester - IX			Semester - X		
S. No.	Course	Credits	S. No.	Course	Credits
1	Introduction to Modern Application Development	3	1	Computer Vision and Applications	3
2	Applied Artificial Intelligence	4	2	Application of Machine Learning	3
3	Foundations of Machine Learning	4	3	Advance Data Structure for Analytics	3
4	Department Elective - I	3	4	Department Elective - III	3
5	Department Elective - II	3	5	Open Elective III	3
6	Open Elective I	3	6	Open Elective IV	3
7	Open Elective II	3	7	Interpersonal Skills	1
	Total	**23**		**Total**	**19**
Sixth Year					
Semester - XI			Semester - XII		
S. No.	Course	Credits	S. No.	Course	Credits
1	Neural Networks and Deep Learning	3	1	Project	10
2	Natural Language Processing	3			
3	Big Data	3			
4	Machine Learning Engineering	3			
5	Department Elective - IV	3			
6	Department Elective - V	3			
7	Open Elective V	3			
8	Capstone Project	4			
	Total	**25**		**Total**	**10**

Total Credits for the Programme   222

Course Structure for M Tech Data Science (Business Analytics) Programme (Batch 2022-24)					
First Year					
Semester – I			**Semester - II**		
S. No.	Course	Credits	S. No.	Course	Credits
1	R/R Studio and Tableau Programming	4	1	Big Data Technology	4
2	Financial Markets and Risk Analytics	3	2	Advanced Statistical Learning	4
3	Quantitative Insights into Supply Chain and Operations	3	3	Business Visualization	2
4	Data Wrangling	3	4	Python Programming	2
5	Probability and Statistics	4	5	Operations Research	3
6	Programming for Analytics	4	6	Research Project	2
7	Computational Analytics for Marketing	3	7	Machine Learning and Data Mining	4
			8	Elective (Any one)	
				Marketing Analytics	4
				Supply Chain Analytics	4
				Finance Analytics	4
	Total	**24**		**Total**	**25**
Second Year					
Semester - III			**Semester - IV**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Applied Time Series Analysis	4	1	Internship / Project	15
2	Deep Learning	4			
3	Artificial Intelligence	4			
4	Sentiment, Web and Text Analytics	3			
5	Capstone Project	4			
	Total	**19**		**Total**	**15**

Total Credits for the Programme   **83**

Course Structure for M Tech Artificial Intelligence Programme (Batch 2022-24)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	An introduction to Artificial Intelligence and AI framework	2	1	Computer Vision	3
2	Statistical Learning	4	2	Robotics and Automation	3
3	Financial Markets and Risk Analytics	3	3	Advanced Statistical Learning	3
4	Business Visualization	2	4	Deep Learning	3
5	Machine Learning	4	5	Convex Optimization	3
6	Research Project – I	2	6	Quantitative Insights into Supply Chain and Operations	3
7	Mathematics for AI	1	7	Computational Analytics for Marketing	3
8	Python Programming for Analytics	1	8	Research Project - II	2
9	Data Management	1			
	Total	**20**		**Total**	**23**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Natural Language Processing	3	1	Internship / Project	15
2	Big Data Technology	4	2		
3	Speech Recognition	3	3		
4	**Elective (Any two)**				
	Financial Analytics using time series and LSTM (Elective)	3			
	Advanced Computer Vision (Elective)	3			
	Stochastic Image Processing (Elective)	3			
	Markov Chains for Business Applications (Elective)	3			
	Cloud Computing (Elective)	3			
	Reinforcement Learning (Elective)	3			
5	**Capstone Project**	4			
	Total	**20**		**Total**	**15**

Total Credits for the Programme   78

Electronics and Telecommunication Department

Vision

To build a strong teaching and research environment that caters to the needs of fast growing telecommunication domain.

Mission

1. Provide internationally recognized leaders in Electronics and Telecommunication, through a continuously improving educational program incorporating applied engineering aspects.
2. Create the knowledge of fundamental principles and innovative technologies through research in the area of Electronics and Telecommunication and hence teach the students the necessary research skills which satisfy the needs of growing economy.

Program Educational Objectives (PEOs)

A. Technical Growth - Graduates will be successful in modern engineering practice and entrepreneurship, integrate into the local and global workforce, and contribute to the economy of India.
B. Professional Skills – Graduates will continue to acquire and demonstrate the professional skills necessary to be competent employees, assume leadership roles, and enjoy career success and satisfaction.
C. Professional Attitude and Citizenship – Graduates will become productive citizens demonstrating high ethical and professional standards, make sound engineering or managerial decisions, and have enthusiasm for the profession and professional growth.

Student Outcomes (SOs)

Graduates of the B. Tech. in Electronics and Telecommunication Engineering program will have an ability to:
1. Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
2. Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
3. Communicate effectively with a range of audiences.
4. Recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
5. Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
6. Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.
7. Acquire and apply new knowledge as needed, using appropriate learning strategies.

Course Structure for B Tech. Electronics and Telecommunication Engineering Program (Batch 2022-26)					
First Year					
Semester - I			**Semester – II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	Basic Electrical and Electronics Engineering	3
4	Programming for Problem Solving	4	4	Data Structures and Algorithms	4
5	Engineering Graphics and Design	3	5	Electrical and Electronics Workshop	1
6	Professional Ethics	1	6	Digital Manufacturing laboratory	1
7	Constitution of India	0	7	English Communication	1
8	Critical Thinking	0	8	Environmental Science	2
			9	Design Thinking	0
	Total	**19**		**Total**	**19**
Second Year					
Semester - III			**Semester – IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Complex Variables and Transforms	4	1	Probability and Statistics	3
2	Electronic Devices and Circuits	3	2	Electromagnetic Wave Theory	3
3	Digital Logic Design	3	3	Control System Engineering	4
4	Circuit and Network Theory	3	4	Communication Theory and Systems	4
5	Signals and Systems	3	5	Analog Circuits Analysis and Design	4
6	Principles of Economics and Management	3	6	Microprocessor and Microcontroller	4
7	Python Programming	1	7	Management Accounting for Engineers	2
8	Technical Communication	1			
	Total	**21**		**Total**	**24**
Third Year					
Semester V			**Semester VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Discrete Time Signal Processing	4	1	Wireless Communication Technology	3
2	Discrete Mathematics	3	2	Fiber Optic Communication and Networks	4
3	Stochastic Processes	3	3	Interpersonal Skills	1
4	Computer Networks	3	4	Department Elective I	3
5	Microwave and Antenna Theory	4	5	Department Elective II	3
6	Open Elective I	3	6	Open Elective III	3
7	Open Elective II	3	7	Open Elective IV	3
	Total	**23**			**20**
Fourth Year					
	Semester VII			**Semester VIII**	
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Digital Voice and Broadband Communication	3	1	Project	10
2	Department Elective III	3			
3	Department Elective IV	3			
4	Department Elective V	3			
5	Open Elective V	3			
6	Capstone Project	4			
	Total	**19**			**10**

Total Credits for the Programme 155

Civil Engineering Department

Vision

Create competent Civil Engineering professionals and employable individuals with sound technical and management credentials to take part in state-of-the-art infrastructural development with global ensign for the benefit of the society.

Mission

1. Provide quality education in conformity with advancements in technology and management
2. Encourage relevant research, development and entrepreneurship qualities in students, faculty and staff through teamwork with learning.
3. Develop strong industry linkages to ascertain and resolve the socio-economic problems related to Civil Engineering, with due consideration to safety and economy in ethical manner.

Program Educational Objectives (PEOs)

A. Technical Growth - Graduates will be successful in modern engineering practice and entrepreneurship, integrate into the local and global workforce, and contribute to the economy of India.
B. Professional Skills - Graduates will continue to acquire and demonstrate the professional skills necessary to be competent employees, assume leadership roles, and enjoy career success and satisfaction.
C. Professional Attitude and Citizenship - Graduates will become productive citizens demonstrating high ethical and professional standards, make sound engineering or managerial decisions, and have enthusiasm for the profession and professional growth.

Student Outcomes (SOs)

Graduates of the B. Tech. in Civil Engineering program will have the ability to:

1. Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
2. Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
3. Communicate effectively with a range of audiences.
4. Recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
5. Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
6. Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.
7. Acquire and apply new knowledge as needed, using appropriate learning strategies.

Course Structure for B Tech Civil Engineering Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Programming for Problem Solving	4	2	Engineering Mechanics	3
3	Basic Electrical and Electronics Engineering	3	3	Chemistry	3
4	Engineering Graphics and Design	3	4	Physics	4
5	Professional Ethics	1	5	English Communication	1
6	Design Thinking	0	6	Construction Technology	2
7	Engineering Workshop	2	7	Constitution of India	0
			8	Critical Thinking	0
			9	Environmental Science	2
	Total	**17**		**Total**	**19**
Second Year					
Semester - III			**Semester - IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Elements of Biology	3	1	Fluid Mechanics and Hydraulics	4
2	Complex Variables and Transforms	4	2	Transportation Engineering	3
3	Geology	3	3	Principles of Economics and Management	3
4	Strength of Materials	4	4	Concrete Technology	3
5	Management Accounting for Engineers	2	5	Soil Mechanics	4
6	Building Design and Drawing	2	6	Theory of Structures	4
7	Surveying	3	7	Probability and Statistics	3
8	Technical Communication	1	8	Workshop on Building Planning and Design	0
9	Community Service	0			
	Total	**22**		**Total**	**24**
Third Year					
Semester - V			**Semester - VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Design of Reinforced Concrete Structures	4	1	Water and Wastewater Engineering	4
2	Hydraulics and Fluid Machinery	3	2	Design of Steel Structures	3
3	Foundation Engineering	4	3	Quantity Surveying and Estimation	4
4	Department Elective – I	3	4	Department Elective – II	3
5	Open Elective – I	3	5	Department Elective – III	3
6	Open Elective – II	3	6	Open Elective – III	3
			7	Open Elective – IV	3
			8	Computer Applications in Civil Engineering - I	0
			9	Interpersonal Skills	1
	Total	**20**		**Total**	**24**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Construction Project and Finance Management	3	1	Project	10
2	Department Elective – IV	3			
3	Department Elective – V	3			
4	Department Elective – VI	3			
5	Open Elective – V	3			
6	Capstone Project	4			
7	Computer Applications in Civil Engineering - II	0			
	Total	**19**		**Total**	**10**

Total Credits for the Programme   **155**

Vision

To be center of excellence in Mechanical Engineering for education and research through creation of competent mechanical engineering graduates who can be employable in the industries and be a part of innovation, research, problem solving and entrepreneurship that prioritizes mankind in particular and society in general.

Mission

1. To impart quality education in the field of Mechanical Engineering to the students.

2. To provide state of the art facilities to the students to enable them to learn, understand and apply fundamentals of Mechanical Engineering in solving engineering problems.

3. Developing relevant curriculum of studies which will cater to the needs of industry and society.

4. Promotion of team culture amongst students, faculties and staff to create conducive environment for better interaction with industries and collaborative research and development activities.

Program Educational Objectives (PEOs)

A. **Technical Growth** - Graduates will be successful in modern engineering practice and entrepreneurship, integrate into the local and global workforce, and contribute to the economy of India.
B. **Professional Skills** - Graduates will continue to acquire and demonstrate the professional skills necessary to be competent employees, assume leadership roles, and enjoy career success and satisfaction.
C. **Professional Attitude and Citizenship** – Graduates will become productive citizens demonstrating high ethical and professional standards, make sound engineering or managerial decisions, and have enthusiasm for the profession and professional growth.

Student Outcomes (SOs)
1. Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.
2. Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.
3. Communicate effectively with a range of audiences.
4. Recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.
5. Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.
6. Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.
7. Acquire and apply new knowledge as needed, using appropriate learning strategies.

Course Structure for B Tech Mechanical Engineering Programme (Batch 2022-26)					
First Year					
Semester- I			**Semester- II**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Programming for Problem Solving	4	2	Chemistry	3
3	Elements of Biology	3	3	Physics	4
4	English Communication	1	4	Engineering Graphics and Design	3
5	Basic Electrical and Electronics Engineering	3	5	Environmental Science	2
6	Constitution of India	0	6	Professional Ethics	1
7	Critical Thinking	0	7	Design Thinking	0
8	Digital Manufacturing Laboratory	1			
9	Electrical and Electronics Workshop	1			
	Total	**17**		**Total**	**17**
Second Year					
Semester- III			**Semester- IV**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Complex Variables and Transforms	4	1	Probability and Statistics	3
2	Engineering Mechanics	3	2	Strength of Materials	4
3	Engineering Thermodynamics	3	3	Kinematics and Dynamics of Machines	4
4	Manufacturing Processes-I	2	4	Applied Thermodynamics	4
5	Machine Drawing	3	5	Machine Shop-I	1
6	Materials Engineering	4	6	Principles of Economics and Management	3
7	Management Accounting for Engineers	2	7	Classical Physics	3
8	Community Service	0			
9	Technical Communication	1			
	Total	**22**		**Total**	**22**
Third Year					
Semester- V			**Semester- VI**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Design of Machine Elements	4	1	Heat Transfer	4
2	Manufacturing Processes-II	2	2	CAD/CAM/CIM	4
3	Fluid Mechanics	4	3	Industrial Applications of HVAC	2
4	Department Elective - I	3	4	Machine Shop-II	1
5	Department Elective - II	3	5	Department Elective - III	3
6	Open Elective - I	3	6	Department Elective - IV	3
7	Open Elective - II	3	7	Open Elective - III	3
			8	Open Elective - IV	3
			9	Interpersonal Skills	1
	Total	**22**		**Total**	**24**
Fourth Year					
Semester- VII			**Semester- VIII**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Finite Element Analysis	4	1	Project	10
2	Mechanical Measurements and Metrology	4			
3	Department Elective - V	3			
4	Department Elective - VI	3			
5	Open Elective - V	3			
6	Capstone Project	4			
	Total	**21**		**Total**	**10**

Total Credits for the Programme   155

Course Structure for B Tech Integrated (Mechanical Engineering) Programme (Batch 2022-28)					
First Year					
Semester- I			**Semester- II**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Mathematics-I	4	1	Mathematics-II	4
2	Physics-I	4	2	Physics-II	4
3	Chemistry-I	4	3	Introduction to Electrical and Electronics Engineering	3
4	Engineering Drawing	3	4	Fundamentals of Mechanics-Statics	4
5	Mechanical Workshop	1	5	Introduction to IT Systems	2
6	Preparatory Course in English	2	6	Electrical and Computer Workshop	1
	Total	**18**		**Total**	**18**
Second Year					
Semester- III			**Semester- IV**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Mathematics-III	4	1	Mathematics-IV	4
2	Physics-III	4	2	Physics-IV	4
3	Chemistry-II	4	3	Basic Thermodynamics	4
4	Engineering Graphics	3	4	Solid Mechanics	4
5	Basics of Manufacturing Engineering	3	5	Basics of Machine Drawing	3
6	Elements of Mechanical Engineering	3	6	Constitution of India	0
			7	Manufacturing Workshop-I	1
	Total	**21**		**Total**	**20**
Third Year					
Semester- V			**Semester- VI**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Theory of Machines and Mechanisms	4	2	Elements of Biology	3
3	Production Technology	3	3	Industrial Engineering and Management	4
4	Introduction to 3D Printing Technology	4	4	Python for Mechanical Engineers	3
5	Programming for Problem Solving	4	5	Fundamentals of Engineering Design	4
6	Design Thinking	0	6	Automotive Engineering	3
7	English Communication	1	7	Critical Thinking	0
8	Manufacturing Workshop-II	1	8	Professional Ethics	1
	Total	**21**		**Total**	**22**

Fourth Year					
Semester- VII			**Semester- VIII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Complex Variables and Transforms	4	1	Probability and Statistics	3
2	Engineering Mechanics	3	2	Strength of Materials	4
3	Engineering Thermodynamics	3	3	Kinematics and Dynamics of Machines	4
4	Manufacturing Processes-I	2	4	Applied Thermodynamics	4
5	Machine Drawing	3	5	Machine Shop-I	1
6	Materials Engineering	4	6	Principles of Economics and Management	3
7	Management Accounting for Engineers	2	7	Classical Physics	3
8	Community Service	0			
9	Technical Communication	1			
	Total	**22**		**Total**	**22**
Fifth Year					
Semester- IX			**Semester- X**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Design of Machine Elements	4	1	Heat Transfer	4
2	Manufacturing Processes-II	2	2	CAD/CAM/CIM	4
3	Fluid Mechanics	4	3	Industrial Applications of HVAC	2
4	Department Elective - I	3	4	Machine Shop-II	1
5	Department Elective - II	3	5	Department Elective - III	3
6	Open Elective - I	3	6	Department Elective - IV	3
7	Open Elective - II	3	7	Open Elective - III	3
			8	Open Elective - IV	3
			9	Interpersonal Skills	1
	Total	**22**	**Total**		**24**
Sixth Year					
Semester- XI			**Semester- XII**		
S. No.	**Course**	**Credits**	**S. No.**	**Course**	**Credits**
1	Finite Element Analysis	4	1	Project	10
2	Mechanical Measurements and Metrology	4			
3	Department Elective - V	3			
4	Department Elective - VI	3			
5	Open Elective - V	3			
6	Capstone Project	4			
	Total	**21**		**Total**	**10**

Total Credits for the Programme　　241

Mechatronics Engineering Department

Vision

To be one of the leading Mechatronics engineering program by providing high quality education to our students through extensive industrial research enabling them to use modern automation technologies to develop innovative solutions.

Mission

To offer multidisciplinary program that is the synergistic integration of electrical and electronics engineering, mechanical engineering, computational software, and hardware in the design of products and processes into the emerging field of mechatronics.

Program Educational Objectives (PEO)

The B. Tech (Mechatronics Engineering) graduates will:

A. Apply mechanical engineering and electrical and electronics engineering skills to solve problems in mechatronic engineering.
B. Integrate and use systems or devices incorporating modern microelectronics, information technologies and modern engineering tools for product design, development and manufacturing and demonstrate professional interaction, communicate effectively with team members and work effectively on multi-disciplinary teams to achieve design and project objectives.
C. Engage in lifelong learning in their profession and practice professional and ethical responsibility.

Student Outcomes (SOs)

Graduates of the B Tech. in Mechatronics Engineering program will have an ability to:

1. Identify, formulate, and solve complex engineering problems by applying principles of engineering, science, and mathematics.

2. Apply engineering design to produce solutions that meet specified needs with consideration of public health, safety, and welfare, as well as global, cultural, social, environmental, and economic factors.

3. Communicate effectively with a range of audiences.

4. Recognize ethical and professional responsibilities in engineering situations and make informed judgments, which must consider the impact of engineering solutions in global, economic, environmental, and societal contexts.

5. Function effectively on a team whose members together provide leadership, create a collaborative and inclusive environment, establish goals, plan tasks, and meet objectives.

6. Develop and conduct appropriate experimentation, analyze and interpret data, and use engineering judgment to draw conclusions.

7. Acquire and apply new knowledge as needed, using appropriate learning strategies.

Course Structure for B Tech Mechatronics Engineering Programme (Batch 2022-26)					
First Year					
Semester - I			**Semester - II**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Calculus	4	1	Linear Algebra and Differential Equations	4
2	Physics	4	2	Quantum and Statistical Physics	3
3	Elements of Biology	3	3	English Communication	1
4	Programming for Problem Solving	4	4	Basic Electrical and Electronics Engineering	3
5	Engineering Graphics and Design	3	5	Data Structures and Algorithms	4
6	Professional Ethics	1	6	Design Thinking	0
7	Constitution of India	0	7	Digital Manufacturing Laboratory	1
8	Critical Thinking	0	8	Electrical and Electronics Workshop	1
			9	Environmental Science	2
	Total	**19**		**Total**	**19**
Second Year					
Semester - III			**Semester - IV**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Complex Variables and Transforms	4	1	Probability and Statistics	3
2	Engineering Mechanics	3	2	Management Accounting for Engineers	2
3	Principles of Economics and Management	3	3	Dynamic Systems Modelling	3
4	Introduction to Digital Systems	3	4	Microprocessor Systems and Interfacing	3
5	Signals and Systems	3	5	Mechanics of Materials	3
6	Electronic Systems	3	6	Fluid Mechanics	3
7	Thermodynamics	3	7	Chemistry	3
8	Technical Communication	1	8	Python Programming	1
9	Community Service	0			
	Total	**23**		**Total**	**21**
Third Year					
Semester - V			**Semester - VI**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Industrial Drives	3	1	Research Methodology	1
2	Fundamentals of Control Systems	3	2	Supervisory Control and Data Acquisition	3
3	Manufacturing Processes	3	3	PLCs and Instrumentation	3
4	Department Elective – I	3	4	Artificial Intelligence and Machine Learning	3
5	Department Elective – II	3	5	Department Elective – III	3
6	Open Elective -I	3	6	Department Elective – IV	3
7	Open Elective -II	3	7	Open Elective -III	3
			8	Open Elective -IV	3
			9	Interpersonal Skills	1
	Total	**21**		**Total**	**23**
Fourth Year					
Semester - VII			**Semester - VIII**		
S. No.	Course	Credits	S. No.	Course	Credits
1	Mechatronic Systems Design	3	1	Project	10
2	Robotic Systems Design	3			
3	Capstone Project	4			
4	Department Elective – V	3			
5	Department Elective – VI	3			
6	Open Elective -V	3			
	Total	**19**		**Total**	**10**

Total Credits for the Programme   155

Technology Management Department

Vision

"Nurturing Young Minds to help them transform into Leaders who can leverage appropriate Technology for Business goals."

Mission

To develop the student as a multi-skilled person who will be able to solve real world problems holistically through:

1. A balance of appropriate Technology and Management inputs,
2. Substantial exposure to Industry and corporate work culture via twin Industry Internships in Technical and Management domains.
3. Imparting value based business practices by a mix of Academic and Industry experienced faculty.
4. Innovative and entrepreneurial mindset

Program Objectives of MBA Tech

The Program aims to create Business Leaders who can leverage appropriate technology for Business excellence in the company they serve or for their entrepreneurial venture, displaying ethical and socially responsible behavior.

PROGRAM LEARNING GOALS

The students should have

P Learning Goal 1: An understanding of global practices impacting organizations.

PLO 1a- Demonstrate ability to understand management issues from a global perspective

PLO 1b- Demonstrate ability to analyze cultural issues in a business organization

P Learning Goal 2: Critical thinking skills

PLO 2a -Analyze a business situation from multiple perspectives

PLO 2b- Apply models/frameworks to reflect critically on specific business contexts

P Learning Goal 3 – Understanding Business Domains and Integration with Technology

PLO 3a- Describe the concepts related to functional areas of decision making in an organization

PLO 3b - Analyze and connect functional areas of Business

PLO 3c- Integrate functional areas of business to support an overall organizational strategy

P Learning Goal 4- Effective communication skills

PLO 4a-Demonstrate effective communication skills

PLO4b- Organize written thoughts into a coherent narrative

P Learning Goal 5: An understanding of ethical business models

PLO 5a- Demonstrate understanding of the relevance of ethics, and its role in governance, in public, private   and not-for-profit sectors.

PLO 5b- Identify the ethical concerns and consequences of a given business problem

Approved Academic Calendar of all programs

SVKM's NMIMS
Mukesh Patel School of Technology Management & Engineering (Mumbai, Shirpur)
School of Technology Management & Engineering (Navi Mumbai, Indore)
Academic Calendar for the Academic Year: 2022-2023

Details	Program-Semester	Start date	End Date	No. of Days (including Sundays and holidays)
**Semester I (BTI) – July 26, 2022 to December 3, 2022** **Semester I (M Tech, MCA) – August 1 2022 to December 3, 2022** **Semester I (B Tech, MBA Tech) – August 16 2022 to December 24, 2022**			
Academic Instruction Duration (regular classes)	Semester I – BTI	July 26, 2022	December 3, 2022	131 days (18 weeks 5 days)
	Semester I – M Tech, MCA	August 1, 2022	December 3, 2022	125 days (17 weeks 6 days)
	Semester I – B Tech, MBA Tech	August 16, 2022	December 24, 2022	131 days (18 weeks 5 days)
Induction / Orientation	Semester I – BTI	July 26, 2022	July 30, 2022	5 days
	Semester I – B Tech, MBA Tech	August 16, 2022	August 22, 2022	7 days
Mid Term Test I	Semester I - BTI, M Tech, MCA	September 5, 2022	September 12, 2022	6 days
	Semester I - B Tech, MBA Tech	September 26, 2022	October 1, 2022	6 days
Mid Term Test II	Semester I - BTI, M Tech, MCA	October 31, 2022	November 5, 2022	6 days
	Semester I - B Tech, MBA Tech	November 14, 2022	November 20, 2022	6 days
Diwali Vacation	All Programs (For Faculty and Students)	October 21, 2022	October 27, 2022	7 days
Term End Exams	Semester I - BTI, M Tech, MCA	December 7, 2022	December 17, 2022	11 days
	Semester I - B Tech, MBA Tech	January 3, 2023	January 12, 2023	10 days
Central Assessment Program	Semester I - BTI, M Tech, MCA	December 9, 2022	December 21, 2022	13 days
	Semester I - B Tech, MBA Tech	January 5, 2023	January 14, 2023	10 days
Winter Vacation	All Programs (For Faculty and Students)	December 26, 2022	January 01, 2023	7 days
Re-Exams	Semester I - BTI, M Tech, MCA, B Tech, MBA Tech	February 20, 2023	February 25, 2023	6 days

JR/AR of the school   Associate Dean of the school   Director/Dean of the school   DR-Academics NMIMS   Controller of Examination NMIMS

SVKM's NMIMS
Mukesh Patel School of Technology Management & Engineering (Mumbai, Shirpur)
School of Technology Management & Engineering (Navi Mumbai, Indore),
Academic Calendar for the Academic Year: 2022-2023

Details	Program-Semester	Start date	End Date	No. of Days (including Sundays and holidays)
Semester II (BTI, M Tech, MCA) – January 2 to April 22, 2023 **Semester II (B Tech, MBA Tech) – January 16 to May 6, 2023**				
Academic Instruction Duration (regular classes)	Semester II - BTI, M Tech, MCA	January 2, 2023	April 22, 2023	110 days (15 weeks 5 days)
	Semester II - B Tech, MBA Tech	January 16, 2023	May 6, 2023	111 days (15 weeks 6 days)
Mid Term Test I	Semester II - BTI, M Tech, MCA	February 6, 2023	February 11, 2023	6 days
	Semester II - B Tech, MBA Tech	March 6, 2023	March 11, 2023	6 days
Mid Term Test II	Semester II - BTI, M Tech, MCA	March 27, 2023	April 1, 2023	6 days
	Semester II - B Tech, MBA Tech	April 17, 2023	April 22, 2023	6 days
Term End Exams	Semester II - BTI, M Tech, MCA	April 26, 2023	May 6, 2023	11 days
	Semester II - B Tech, MBA Tech	May 10, 2023	May 19, 2023	10 days
Central Assessment Program	Semester II - BTI, M Tech, MCA	April 29, 2023	May 9, 2023	11 days
	Semester II - B Tech, MBA Tech	May 12, 2023	May 22, 2023	11 days
Summer Vacation	Faculty teaching 1st year - BTI, M Tech, MCA	May 10, 2023	June 20, 2023	42 days
	Faculty teaching 1st year - B Tech, MBA Tech	May 23, 2023	July 3, 2023	42 days
Re-Exams	Semester II - BTI, M Tech, MCA	June 19, 2023	June 29, 2023	11 days
	Semester II - B Tech, MBA Tech	June 26, 2023	July 1, 2023	6 days
Commencement of next Academic year – 2023-24	**July 10, 2023**			

JR/AR
of the school

Associate Dean
of the school

Director/Dean
of the school

DR-Academics
NMIMS

Controller of Examination
NMIMS

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SVKM's NMIMS
Mukesh Patel School of Technology Management & Engineering (Mumbai, Shirpur)
School of Technology Management & Engineering (Navi Mumbai, Indore)
Academic Calendar for the Academic Year: 2022-2023
MBA Tech, B Tech, B Tech (Int), MCA and M Tech (Mumbai, Shirpur, Navi Mumbai, Indore)

Details	Program-Semester	Start date	End Date	No. of Days (including Sundays and holidays)
Semester III, V, VII, IX (BTI)- July 11, 2022 to November 12, 2022 Semester IX (MBA Tech) – September 12, 2022 to December 6, 2022			
Academic Instruction Duration (regular classes)	Semester III, V, VII Semester IX (BTI)	July 11, 2022	November 12, 2022	125 days (17 weeks 6 days)
	Semester IX - MBA Tech	September 12, 2022	December 6, 2022	86 days (12 weeks 2 days)
Mid Term Test I	Semester III, V, VII Semester IX (BTI)	August 16, 2022	August 23, 2022	8 days
	Semester IX - MBA Tech	October 10, 2022	October 15, 2022	6 days
Mid Term Test II	Semester III, V, VII Semester IX (BTI)	September 26, 2022	October 03, 2022	8 days
	Semester IX - MBA Tech	November 14, 2022	November 19, 2022	6 days
Diwali Vacation	All Programs (For Faculty and Students)	October 21, 2022	October 27, 2022	7 days
Term End Exams	Semester III, V, VII Semester IX (BTI)	November 16, 2022	December 2, 2022	17 days
	Semester IX - MBA Tech	December 10, 2022	December 21, 2022	11 days
Central Assessment Program	Semester III, V, VII Semester IX (BTI)	November 18, 2022	December 6, 2022	19 days
	Semester IX - MBA Tech	December 12, 2022	December 24, 2022	11 days
Winter Vacation	All Programs (For Faculty and Students)	December 26, 2022	January 01, 2023	7 days
Re-Exams	Semester III, V, VII Semester IX (BTI)	January 27, 2023	February 8, 2023	13 days
	Semester IX - MBA Tech	February 18, 2023	February 26, 2023	9 days

JR/AR
of the school

Associate Dean
of the school

Director/Dean
of the school

DR-Academics
NMIMS

Controller of Examination
NMIMS

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Mukesh Patel School of Technology Management & Engineering (Mumbai, Shirpur)
School of Technology Management & Engineering (Navi Mumbai, Indore)
Academic Calendar for the Academic Year: 2022-2023
MBA Tech, B Tech, B Tech (Int), MCA and M Tech (Mumbai, Shirpur, Navi Mumbai, Indore)

Details	Program-Semester	Start date	End Date	No. of Days (including Sundays and holidays)
* Semester IV, VI, VIII, X (BTI) – December 12, 2022 to April 15, 2023 * Semester X (MBA Tech) – January 2 to April 22, 2023				
Academic Instruction Duration (regular classes)	Semester IV, VI, VIII, VIII (BTI Civil), Semester X (BTI)	December 12, 2022	April 15, 2023	125 days (17 weeks 5 days)
	Semester X (MBA Tech)	January 2, 2023	April 22, 2023	111 days (15 weeks 6 days)
Mid Term Test I	Semester IV, VI, VIII, VIII (BTI Civil), Semester X (BTI)	January 16, 2023	January 21, 2023	6 days
	Semester X (MBA Tech)	February 6, 2023	February 12, 2023	6 days
Mid Term Test II	Semester IV, VI, VIII, VIII (BTI Civil), Semester X (BTI)	February 27, 2023	March 04, 2023	6 days
	Semester X (MBA Tech)	March 27, 2023	April 4, 2023	9 days
Term End Exams	Semester VIII (MBA Tech)	April 19, 2023	April 29, 2023	11 days
	Semester IV, VI, VIII, VIII (BTI Civil), Semester X (BTI)	April 19, 2023	May 5, 2023	17 days
	Semester X (MBA Tech)	April 26, 2023	May 6, 2023	11 days
Central Assessment Program	Semester IV, VI, VIII, VIII (BTI Civil), Semester X (BTI)	April 21, 2023	May 9, 2023	20 days
	Semester X (MBA Tech)	April 28, 2023	May 9, 2023	12 days
Summer Vacation	All Programs (For Faculty and Students)	May 15, 2023	June 25, 2023	42 days
Re-Exams	Semester IV, VI, VIII, VIII (BTI Civil), X (BTI, MBA Tech)	June 19, 2023	June 30, 2023	11 days
Convocation	All Programs	1st / 2nd week of August 2022		
Commencement of next Academic year		July 10, 2023		

JR/AR
of the school

Associate Dean
of the school

Director/Dean 28·3
of the school

DR-Academics
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SVKM's NMIMS Deemed to be University

NMIMS (Mumbai, Navi Mumbai, Shirpur and Dhule)		NMIMS (Bangalore)		NMIMS (Hyderabad)		NMIMS (Indore)		NMIMS (Chandigarh)		Calendar2022	
List of Holidays for the year 2022											
	OCCASION		OCCASION		OCCASION		OCCASION		OCCASION	DATE	DAY
1	New Year	1	New Year	1	New Year	1	New Year	1	New Year	01-Jan-22	Saturday
								2	Lohri	13-Jan-22	Thursday
				2	Sankranti/ Pongal					14-Jan-22	Friday
		2	Sankranti/ Pongal	3	Sankranti/ Pongal					15-Jan-22	Saturday
2	Republic Day	3	Republic Day	4	Republic Day	2	Republic Day	3	Republic Day	26-Jan-22	Wednesday
3	Mahashivratri					3	Mahashivratri	4	Mahashivratri	01-Mar-22	Tuesday
4	Holi	4	Holi	5	Holi	4	Holi	5	Holi	18-Mar-22	Friday
						5	Rang Panchami			22-Mar-22	Tuesday
				6	Ugadi					01-Apr-22	Friday
5	Gudi Padwa	5	Ugadi	7	Ugadi					02-Apr-22	Saturday
								6	Baisakhi	14-Apr-22	Thursday
6	Good Friday	6	Good Friday			6	Good Friday	7	Good Friday	15-Apr-22	Friday
7	Ramzan-Id	7	Ramzan-Id	8	Ramzan-Id	7	Ramzan-Id	8	Ramzan-Id	03-May-22	Tuesday
				9	Telangana Day					02-Jun-22	Thursday
										09-Jul-22	Saturday
8	Rakshabandhan	8	Rakshabandhan	10	Rakshabandhan	8	Rakshabandhan	9	Rakshabandhan	11-Aug-22	Thursday
9	Independence Day	9	Independence Day	11	Independence Day	9	Independence Day	10	Independence Day	15-Aug-22	Monday
						10	Janmasthami			18-Aug-22	Thursday
10	GopalKala							11	GopalKala	19-Aug-22	Friday
11	Ganesh Chaturthi	10	Ganesh Chaturthi	12	Ganesh Chaturthi	11	Ganesh Chaturthi	12	Ganesh Chaturthi	31-Aug-22	Wednesday
12	Anant Chaturdasi									09-Sep-22	Friday
		11	Mahanavami, Ayudha Pooja							04-Oct-22	Tuesday
13	Dushera	12	Dushera	13	Dushera	12	Dushera	13	Dushera	05-Oct-22	Wednesday
14	Narak Chaturdashi	13	Narak Chaturdashi	14	Narak Chaturdashi	13	Narak Chaturdashi	14	Narak Chaturdashi	24-Oct-22	Monday
15	Diwali	14	Diwali	15	Diwali	14	Diwali	15	Diwali	25-Oct-22	Tuesday
16	Diwali (Balipratipada)	15	Diwali (Balipratipada)	16	Diwali (Balipratipada)	15	Diwali (Balipratipada)			26-Oct-22	Wednesday
		16	Kannada Rajyothsava							01-Nov-22	Tuesday
						16	Gurunanak Jayanti	16	Gurunanak Jayanti	08-Nov-22	Tuesday
Holidays falling on Sunday											
						1	Ram Navmi			10-Apr-22	Sunday
1	Maharashtra Day	1	Labor Day	1	Labor Day					01-May-22	Sunday
2	Gandhi Jayanti	2	Gandhi Jayanti	2	Gandhi Jayanti	2	Gandhi Jayanti	1	Gandhi Jayanti	02-Oct-22	Sunday
3	Christmas	3	Christmas	3	Christmas	3	Christmas	2	Christmas	25-Dec-22	Sunday

Classes/Lectures will be conducted, if required (except on the National Holidays i.e. January26, August15, May 01 and October 02)

Note: For Employees whose weekly off is other than Sunday.

All those employees who are having weekly off other than Sunday and if the Holiday falls on Sunday not declared by the University then their w/o will be considered as Sunday for that week.

16. School INFOLINE

Agency	Number
Disaster Management Cell of Municipal Corporation of Greater Mumbai	108
Police	
Police Help Line	100
Juhu Police Station	26184432 / 26183856
Vile Parle Police Station	26117307 / 26117317
Vile Parle-East, Police Station	26112813
D. N. Nagar, Andheri (W) Police Station	26303893 / 26304002 / 26303038
Andheri (E) Police Station	26831562 / 26842677
Santacruz Police Station	26492972 / 26487856
Fire Brigade	
Fire Brigade Help Line	101
Andheri Fire Station	26205301
Doctors on Board (Health Emergency)	
Ambulance	102 / 1298/1252
Hospitals	
Dr. Balabhai Nanavati Hospital	26182255 / 2626 7500
Dr. Cooper Hospital	26207254
Travel Agency	
V-explore	42705205/ 42705255
Hostel (Contact – Mr. Venugopal)	
MKM Sanghvi Girls Hostel	022-26256382/ 83
Bansi Villa Girls Res. Flats	022-4235 5555 / 5557
G. R. Jani Hostel Boys	022-42334056
Anand Hotel Premises Boys Res Flats	022-4235 5555 / 5557

17. People you should know

School Administration

Name	Designation
Dr. Alka Mahajan	Dean
Dr. Archana Bhise	Associate Dean (Research and Development)
Dr. Vaishali Kulkarni	Associate Dean (Academic and Faculty Development)
Prof. Sarada Samantaray	Associate Dean (Incharge-Industrial Collaboration)
Dr. Ketan Shah	Associate Dean (Accreditation)
Dr. Seema Shah	Director B. Tech Integrated
Ms. Anjali Barmukh	Joint Registrar
Ms. Gauri Pedgulkar	Assistant Registrar (Academics)

Head of Departments	
Dr. Ajay Phirke	HOD, BSH
Dr. Ketan Shah	HOD, IT
Dr. Seema Shah	HOD, Computer Engineering
Dr. Geetha Iyer	HOD, Technology Management
Dr. Venkatesh Deshmukh	HOD, Mechatronics
Prof. Nishita Parekh	HOD, Chemical
Dr. Asha Ingle,	HOD, Mechanical
Dr. Avinash More	HOD, EXTC
Dr. Meenal Mategaonkar	HOD, Civil
Dr. Siba Panda	HOD, B. Tech Data Science
Prof. Sarada Samantaray	In-charge, PG programs
Dr. Dhirendra Mishra	Program Chairperson, B Tech (Computer Science and Engineering - Data Science)

Library	
Dr. Ravikumar Bellary	Dy. Librarian
Counsellor	
Ms. Diksha Tyagi	Counsellor
Finance and Accounts	
Mr. Shrinivas Narkulla	Dy. Finance Officer
Examinations	
Ms. Anitha Baburaj	Assistant Registrar (Examinations)
Placement	
Dr. Nikhil Gala	Chairperson Corporate Relations
Ms. Aparna Mahesh	Dy. Director (Placement)
Purchase and Store	
Mr. Vikrant Parshetye	Executive (Purchase and Store)
IT, Computer and Web Management	
Mr. Sameer Borekar	IT Engineer
Maintenance	
Mr. Sachin Mhatre	Maintenance and Administration Officer - MPSTME Building
Mr. Srinath Pillai	Admin Coordinator – SBMP building

Course Coordinators		
Staff Name	**Email-Id**	**Names of Programmes/ Activities allocated**
Jayanti Vasudeo	jayanti.vasudeo@nmims.edu	B. Tech First Year All streams
Kasturi Shirodkar	kasturi.shirodkar@nmims.edu	MBA Tech First Year All streams B Tech / MBA Tech Data Science - Second to Fourth year M Tech Data Science and Artificial Intelligence – First and Second year
Hazel Lobo	hazel.lobo@nmims.edu	B Tech Computer – Second to Fourth year MBA Tech Computer – Second and Third year MCA – First to Third year
Sharvari Naik	sharvari.naik@nmims.edu	MBA Tech Chemical –Third year MBA Tech Civil – Third year B Tech Mechanical - Second to Fourth year MBA Tech Mechanical - Second and Third year B Tech Mechatronics - Second to Fourth year
Pradnya Karnik	pradnya.karnik@nmims.edu	B Tech EXTC - Second to Fourth year MBA Tech EXTC - Second and Third year B Tech IT - Second to Fourth year MBA Tech IT - Second and Third year B Tech Artificial Intelligence – Second and Third year B Tech CSDS 311 – Second and Third year
Komal Mehta	komal.mehta@nmims.edu	MBA Tech Fourth Year All Streams + Shirpur
Vaishali Gangan	vaishali.gangan@nmims.edu	MBA Tech Fifth Year All streams + Shirpur
Shweta Sawant	shweta.sawant@nmims.edu	B. Tech (Integrated) - First year all streams B. Tech (Integrated) Mechanical - Second to Fifth year B. Tech (Integrated) Civil - Second to Fifth year B Tech Data Science and AI - Second to Fifth year
Sachin Arondekar	sachin.arondekar@nmims.edu	B. Tech (Integrated) – Computer - Second to Fifth year B. Tech (Integrated) EXTC - Second to Fifth year B. Tech (Integrated) - Sixth Year All streams