**COURSES**

<table>
<thead>
<tr>
<th>Campus I</th>
<th></th>
<th>Campus II</th>
</tr>
</thead>
<tbody>
<tr>
<td>MBA</td>
<td>PGDM</td>
<td>BDS</td>
</tr>
<tr>
<td>MCA</td>
<td>Ph.D</td>
<td>B.Sc.</td>
</tr>
<tr>
<td></td>
<td>BBA</td>
<td>(Branch)</td>
</tr>
<tr>
<td>MDS</td>
<td>M.Sc.</td>
<td>MDS</td>
</tr>
<tr>
<td></td>
<td></td>
<td>(Branch)</td>
</tr>
<tr>
<td>B.Pharm</td>
<td>B.Pharm</td>
<td>BDS</td>
</tr>
<tr>
<td>M.Pharm</td>
<td>Ph.D</td>
<td>B.Sc.</td>
</tr>
<tr>
<td></td>
<td>(Pharmaceutical Science)</td>
<td></td>
</tr>
</tbody>
</table>

**CAMPUS**

- **Mohan Nagar, Ghaziabad - 201007**
- 0120-2811000 / 2811111 / 2811112
- 08447744044/41/42/41
- itsmn@its.edu.in, admission.mn@its.edu.in

- **Delhi-Meerut Road, Muradnagar, Ghaziabad-201206**
- 0132-2811000/1/2
- 08447744044/41/42/41
- dental.gn@its.edu.in

**Contact details consist of numbers of Admission Department**

**All disputes are subject to Ghaziabad / Greater Noida jurisdiction only**

www.its.edu.in

---

**STUDENT HANDBOOK**

2016-17

"NAAC" ACCREDITED CAMPUS

www.its.edu.in

---

I.T.S Engineering College

Approved by AICTE, New Delhi & Affiliated to AKTU, Lucknow

46, Knowledge Park-III, Greater Noida - 201308

Mob: 8510010840/41/42/43

E-Mail: admission.ec@its.edu.in
I.T.S Group is an endeavor for educational excellence having a dream to building character, sharpening the intellect and encouraging free thinking. This group is well reputed for its philosophy, academic and infrastructural facilities which pave the way for professionally groomed manpower with sound knowledge and skills that will make significant contributions to the society and the country for several decades. The students who are going to be a part of the I.T.S Fraternity are being taken care through scrupulously designed academic programs, industry exposure through industry-institution interface and entrepreneurship awareness modules.

Therefore, the focus at I.T.S is student-oriented. Professional Development Programme activities are designed to inculcate the right kind of approach to the young minds with the help of highly qualified, experienced and dedicated faculty members. I.T.S provides an atmosphere conducive to the development of young brains to prepare them to be industry-ready. The unique blend of co-curricular and extra curricular activities ensures that students are trained to meet ever-changing dynamic technological advancements. The constant efforts and support to the young professional’s journey as an engineer with right blend of attributes has become the recognition of this group.

The philanthropic ventures of I.T.S group lays great emphasis on strengthening the relationship with the community and contribute significantly to the society as well as to the nation. As a part of I.T.S Pariwar you can start your speculation of life in peaceful environment with bright career ahead.

Wishing you all the very best in all your future endeavors.

Good luck.

Dr. Vineet Kansal
Director
### Academic Calendar 2016-17

(From July 2016 - January 2017)
M.Tech/ MBA/ B.Tech

<table>
<thead>
<tr>
<th>S.No</th>
<th>Activity</th>
<th>Day</th>
<th>Dates</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Commencement of Classes B.Tech 2nd &amp; 3rd Year</td>
<td>Mon</td>
<td>18.07.2016</td>
</tr>
<tr>
<td>2</td>
<td>Commencement of Classes B.Tech 4th Year</td>
<td>Mon</td>
<td>01.08.2016</td>
</tr>
<tr>
<td>3</td>
<td>Reporting of Newly Admitted Students (B.Tech)</td>
<td>Tue</td>
<td>02.08.2016</td>
</tr>
<tr>
<td>4</td>
<td>Orientation Program (Newly Admitted Student-B.Tech)</td>
<td>Wed-Fri</td>
<td>03.08.2016</td>
</tr>
<tr>
<td>5</td>
<td>Commencement of Classes B.Tech 1st Year &amp; MBA 2nd Year</td>
<td>Mon</td>
<td>08.08.2016</td>
</tr>
<tr>
<td>6</td>
<td>Fresher's Function*</td>
<td>Fri</td>
<td>19.08.2016</td>
</tr>
<tr>
<td>7</td>
<td>Reporting of Newly Admitted Students (MBA)</td>
<td>Mon</td>
<td>22.08.2016</td>
</tr>
<tr>
<td>8</td>
<td>Orientation Program (Newly Admitted Student-MBA)</td>
<td>Tue</td>
<td>23.08.2016</td>
</tr>
<tr>
<td>9</td>
<td>Commencement of Classes MBA 1st Year</td>
<td>Wed</td>
<td>24.08.2016</td>
</tr>
<tr>
<td>10</td>
<td>Student Merit Award*</td>
<td>Fri</td>
<td>26.08.2016</td>
</tr>
<tr>
<td>11</td>
<td>Sessional Test - 1 (Except MBA 1st Year)</td>
<td>Thur-Sat</td>
<td>01.09.2016</td>
</tr>
<tr>
<td>12</td>
<td>Star Faculty Award</td>
<td>Mon</td>
<td>05.09.2016</td>
</tr>
<tr>
<td>13</td>
<td>Declaration of ST-1 Result with Analysis</td>
<td>Wed</td>
<td>07.09.2016</td>
</tr>
<tr>
<td>14</td>
<td>Cultural Activity</td>
<td>Sat</td>
<td>10.09.2016</td>
</tr>
<tr>
<td>16</td>
<td>Sessional Test - 2</td>
<td>Thur-Sat</td>
<td>06.10.2016</td>
</tr>
<tr>
<td>17</td>
<td>Blood Donation Camp*</td>
<td>Mon</td>
<td>10.10.2016</td>
</tr>
<tr>
<td>18</td>
<td>Declaration of ST-2 Result with Analysis</td>
<td>Tue</td>
<td>11.10.2016</td>
</tr>
<tr>
<td>19</td>
<td>Tech Fest(Techrist)</td>
<td>Sat</td>
<td>15.10.2016</td>
</tr>
<tr>
<td>20</td>
<td>Cultural Activity</td>
<td>Sat</td>
<td>12.11.2016</td>
</tr>
<tr>
<td>21</td>
<td>Last teaching day</td>
<td>Fri</td>
<td>18.11.2016</td>
</tr>
<tr>
<td>23</td>
<td>Declaration of PUT Result with Analysis</td>
<td>Sat</td>
<td>03.12.2016</td>
</tr>
<tr>
<td>26</td>
<td>Winter vacation</td>
<td>Sun-Sat</td>
<td>01.01.2017</td>
</tr>
<tr>
<td>27</td>
<td>Next Semester Classes for 1st, 2nd, 3rd &amp; 4th year students*</td>
<td>Tue</td>
<td>16.01.2017</td>
</tr>
</tbody>
</table>

*Tentative dates

---

### Academic Programmes

<table>
<thead>
<tr>
<th>Undergraduate Courses*</th>
<th>Sanctioned Intake</th>
</tr>
</thead>
<tbody>
<tr>
<td>Bachelor of Technology (B. Tech)</td>
<td></td>
</tr>
<tr>
<td>Civil Engineering</td>
<td>120</td>
</tr>
<tr>
<td>Computer Science Engineering</td>
<td>180</td>
</tr>
<tr>
<td>Electrical and Electronics Engineering</td>
<td>60</td>
</tr>
<tr>
<td>Electronics and Communication Engineering</td>
<td>120</td>
</tr>
<tr>
<td>Mechanical Engineering</td>
<td>180+60</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Postgraduate Courses*</th>
<th>Sanctioned Intake</th>
</tr>
</thead>
<tbody>
<tr>
<td>Master of Business Administration (M.B.A)</td>
<td>60</td>
</tr>
<tr>
<td>M. Tech - (CSE)</td>
<td>18</td>
</tr>
<tr>
<td>M. Tech - (ECE)</td>
<td>18</td>
</tr>
</tbody>
</table>

*Evening Batch

P AICTE Approved & Eligibility as per Dr A P J Abdul Kalam Technical University, Lucknow Norms.
Over the years I.T.S has been consistently rated as one of the leading Engineering Colleges by highly demanding corporate world and quality institutions of higher learning. This has been accomplished with eminent learning and quality education which is further enthused by good infrastructure. Our infrastructure is designed to support large scale expansion with abundant resources and facilities that match the best in the country.

All-embracing, lavish green campus of the college is distinctive in its architectural vividness and has been strupulously planned to the finest detail. The lecture theatres, well-stocked and networked library, auditorium, fully equipped laboratories, excellent sports and recreational facilities together create an ambience which is favorable to intellectual pursuits and holistic development.

**Lecture Theatres**
Spacious well designed lecture theatres are thoughtfully equipped with latest audio visual aids to make teaching interactive and interesting. Incorporation of various teaching methods along with traditional methodology like web based learning, live simulation exercise and project work make delivery of knowledge more effective, enjoyable and easy to understand. The latest audio-visual aids & multimedia technologies enable the faculty members to have interactive sessions of teaching.

**Computer Lab**
With the intention to deliver the best and produce the best in each one of them. The labs are fully networked with IBM, HP, HCL and Compaq LCD. In order to provide students with hassle free computing and programming activities an uninterrupted WI-FI internet service has been put in place. Computer facility is open for Hostel students from 5:00 to 10:00 PM.

**Auditorium**
Desirable acoustic properties of the auditorium can be contributed by its architecture. To cherish the Cultural and extracurricular activities, the institution houses fully air-conditioned & well equipped two auditoriums with a seating capacity of more than 350 persons and one auditorium with a seating capacity of 1000 persons. Apart from these, the college has also developed an “Open amphitheatre” at the very heart of its structure. This theatre is used for out-of-the-class teaching, theatrics and organizing multiple events.

**Seminar Halls**
Recognizing the importance of seminar hall, the college has five well furnished, sophisticated air-conditioned seminar halls equipped with modern audio-visual facility. The hall facilitates in organizing interactive sessions, seminars, symposiums and presentations by the experts from the academic and corporate world. These seminar halls cater to all such stimulating activities conducted in various departments for all round development of the students round the year. These halls are equipped with LCD projector and a white board for conducting training programs and stimulating discussions. This is the place where all the important policy decisions are taken that provide guidance to the institute aiding its academic and overall development.

**Cafeteria and Photocopy Facility**
The College has a cafeteria with modern facilities that provide a variety of food items and snacks at reasonable prices. It is located within the campus which is open till late hours to provide meals, snacks & beverages according to personal tastes & preferences. The quality of food items served in the cafeteria is carefully monitored and high standards of hygiene are fully ensured. There’s a photocopy shop adjacent to the canteen for the convenience of students.

**Hostel**
A hostel is a shelter for the students who come from far off places. Students live there with each other and learn the values of discipline and co-operation. The atmosphere of a hostel is conducive to study. Having this faith I.T.S Engineering College has modern aesthetically designed hostels in its campus that gives the resident students a feeling of comfort and ambience of home. Needless to say that the College has separate girls and boys hostel facility that meets the moral requirements of the society as well. Separate wardens for each hostel are appointed that take care of the students in the best possible way. The Hostels have excellent standard of living with round-the-clock availability of basic facility along with best-in-class laundry service using hi-tech Electrolux machines. The hostel rooms are spacious, well-ventilated and well organized. The hostels have outdoor sports facilities for badminton, basketball, volleyball, and indoor facilities for table tennis, carom, chess, TV, Gym etc. Special care is taken in preparation of food under hygienic conditions in the Hostel Mess.

**Transport**
Keeping in view the location of the institute with respect to satellite towns of NCR, the college has hired some private bus operators, apart from running its own buses, so as to provide transportation facilities to the students. Since students come from different locations that include Ghaziabad, Noida, Delhi, the college has provided bus facilities from the nearest feasible locations to such students. The transportation is available to day-scholars and faculty members as well at a very nominal monthly charge. The institute runs buses on two different routes which covers the NCR and Delhi regions.

**Medical Facility**
The college provides round-the-clock medical support with a 150 bed multispecialty hospital and ambulance services available within the Campus. Ambulance service is available round the clock for emergency purposes. In case of sickness the student can inform the warden and request for pick up immediately. In case of any emergency, the student should immediately inform the local guardians and hospital. The college has also registered its staff and students for medical insurance facilities in case of any serious illness.

**Laboratory Infrastructure**
• Structural Analysis Lab
• Building Planning and Drawing Lab
• Building Materials Lab
• Surveying Lab
• Geo-informatics Lab
• Fluid Mechanics Lab
• Hydraulics and Hydraulic Machines Lab
• Geo Technical Lab
• Transportation Lab
• Environment Engineering Lab
• Computer Aided Design Lab

**Computer Science & Engineering**
With a boom in the technology sector, Computer Science and Engineering is proving to be a lucrative career opportunity for students, who are in the juncture to pass out from school and are considering various aspects for their future career option. Computer engineer deals with design, implementation, and management of information systems of both software & hardware processes. In order to serve the needs of industry, government, society and the scientific community, I.T.S Engineering College with the help of ECL, IEEE-Computer Society and ACM Students’ Chapters enhance skills, spread technical knowledge and initiate programs that are targeted to produce motivated and

**Applied Science and Humanities**
Applied Science and Humanities department is designed to strengthen the fundamental principles to enable the students comprehend the core engineering subjects by laying emphasis on quality teaching and learning process to expose the students to their inherent potential to the fullest. The faculty members are highly experienced and have been teaching using practically viable students centered techniques by referring to the authoritative books of respective subjects. The main objective of the department to develop quest for knowledge and systematic understanding of the scientific concepts with improve communication skills to enhance their analytical attitude. It confers quality education to students of all streams and eaters to their needs in the areas of Mathematics, Physics, Chemistry, Communication Studies, Environmental Sciences, Economics, Sociology, Psychology and Value Education. Department focuses on life skills equally to improve their marketability and employability.

**Laboratory Infrastructure**
• Applied Science Lab
• Mathematics Lab
• Chemistry Lab
• Physics Lab
• Civil Engineering Lab
• Mechanical Engineering Lab
• Computer & Information Technology Lab
• Chemical Engineering Lab
• Electronics & Communication Engineering Lab
• Electrical Engineering Lab
• Electrical & Power Engineering Lab
• Architecture & Civil Engineering Lab
• Environmental Engineering Lab
• Materials Science & Engineering Lab

**Civil Engineering**
The Civil Engineering department is committed to the development of the students’ analytical, scientific and engineering depth by combining academic excellence with modern infrastructure and growth requirements of the industry and society. It Provides knowledge, skills to students through Drawing, Computer Aided Analysis & Design software’s and also imparts advanced learning through value added modules and online lecture series. It showcases on practical learning through Industrial Visits to construction sites viz. DMRC, CEC-SAM INDIA, GNDU, fabrication plants & batching plants. To train young minds through technical events, active and dynamic Departmental
talented individuals that can be absorbed in the professional world. ITSEC has a rich Industrial Collaboration with Indian Testing Board and School of Applied Learning in Testing (SALT) to provide better employability to our students.

Ios/Android
- Excellent summer internship opportunity for application (software) development along with stipend.
- Various apps are available on app store made by students

Software Testing
- Excellent pass percentage for ISTQB certification
- Various live projects in industry as a part of summer internship

Laboratory Infrastructure:
- C/C++ Lab
- Java and Web Technology Lab
- Data structure Lab
- DBMS Lab
- Mini Project Lab
- Numerical Techniques Lab
- WEB based Project Lab
- Computer Networks Lab
- Compiler Design lab
- Operating System Lab
- Unix & shell Programming Lab
- Software Engineering Lab
- Computer Graphics & Multimedia Lab
- Digital Image Processing Lab
- Computer Organization & Microprocessor Lab
- Artificial Intelligence Lab
- Distributed System Lab
- Theory of Automata and Formal Languages Lab
- FLP Lab

ELECTRICAL & ELECTRONICS ENGINEERING
Electrical Engineering is one of the oldest branches from time immemorial. It is one of the fundamental branches of science and technology on which modern branches of engineering have evolved from. ITSEC has abundant coalition with Industries for augmenting students’ skills by setting up Automation Training Centre on PLC and SCADA, Institute has firm belief in imparting technical proficiencies to students which consequently expands the employability in core domains through latest software like MATLAB & P-Spice. Students are also provided pragmatic learning through Industrial visits to several places like Narora Atomic Power Plant, Naroda, Polyphase Vidyut Control Systems, Udypore, Kendra, Greater Noida Cocomola and many more. In addition with academic curriculum, college owes IEEE Students’ Branch Chapter for career guidance, support in career progression and help to gain a competitive edge in the workplace. Beyond academia, dynamic departmental Society ‘Ergon’ organizes various intra and inter collegiate competitions for imparting both technical and managerial skills to the students.

Laboratory Infrastructure
- Basic Electrical Engineering Lab
- Power Electronics & drives Lab
- Networks Lab
- Measurement Lab
- Electrical machines Lab
- Control System Lab
- Power System Lab
- CAD Lab
- Instrumentation Lab
- Numerical Technique Lab
- Project Lab
- Professional Communication Lab

LABORATORY INFRASTRUCTURE
ITSEC has a rich Industrial Collaboration with National Instrument along with exposure to the students on the essential notions and theories that will equip them in their professional work involving analysis, systems implementation, operation, production, and maintenance of the various applications in the field of Electronics and Communications Engineering. Abundant opportunities of learning are open like IEEE, Microwave Theory & Technique Society, Students Chapter to guide and support students for research work by providing financial support to travel to National & International events. College prominently offers Lab view Training Academy in collaboration with National Instrument along with exposure of CODE for Industrial Automation in collaboration with Rockwell Automation for the benefit of students that encourages modeling and simulation using modern e-CAD tools like MATALAB, Cadence design tools, RS and Microwave antenna design tools etc. To supplement the curricula, active & innovative departmental technological society ‘Evision’ provides holistic development for budding engineers.

ECE Department aims to deepen the knowledge and skills of the engineers in the essential notions and theories that will equip them in their professional work involving analysis, systems implementation, operation, production, and maintenance of the various applications in the field of Electronics and Communications Engineering. Abundant opportunities of learning are open like IEEE, Microwave Theory & Technique Society, Students Chapter to guide and support students for research work by providing financial support to travel to National & International events. College prominently offers Lab view Training Academy in collaboration with National Instrument along with exposure of CODE for Industrial Automation in collaboration with Rockwell Automation for the benefit of students that encourages modeling and simulation using modern e-CAD tools like MATALAB, Cadence design tools, RS and Microwave antenna design tools etc. To supplement the curricula, active & innovative departmental technological society ‘Evision’ provides holistic development for budding engineers.

Virtual lab
- Coordinating as nodal center for Virtual Lab (IIT Delhi Center) activities to impart sound technical competency to students

Robotics Lab
- E-Yantra Lab Setup, an initiative for setting up Robotics Lab as a part of MHRD project under IIT Bombay to help the students of EC & other disciplines to work on projects in embedded Robotics area

Laboratory Infrastructure
- Electronics Devices & Circuits Lab
- Electronics workshop & PCB Lab
- Computer Aide Design Lab
- Digital Electronics Lab
- Microprocessor Lab / Microcontroller Lab
- Communication Lab
- Analog Integrated Circuit Lab
- Digital Signal Processing Lab
- Microwave & Optical Communication Lab

MECHANICAL ENGINEERING
Engineering is a field of innovation in which Mechanical Engineering is by far the most broad-based branch of engineering. The Mechanical Engineering Department feels pride in itself on the various hands on projects that our students work on. Such projects propel students to use the principles they learn in the classroom which is possible by fully equipped laboratories with state-of-the-art equipment and excellent teaching faculty. Recognizing the importance of the subject and its wide ranging application in the industry the institute paid special attention in nurturing the physical infrastructure and human resource in this branch of engineering. List of equipment given here, worth mentioning are the CNC Lathe Machine, CNC Milling Machine, Computerized Universal Testing Machine, Auto Desk Inventor and Pro-E software’s for the Computer Aided Design. The Department has a balanced combination of young and experienced faculty members always striving for excellence in teaching, research and consultancy.

Laboratory Infrastructure
- Mechanical Workshop
- Basics of Mechanical Engineering
- Thermodynamics

MASTER OF BUSINESS ADMINISTRATION (MBA)
MBA Department manifests dedication, seriousness, and innovation, with an endless curiosity for uncovering savvy business solutions. Department is fully focused to prepare students with the current and emerging theories, techniques and practices of management, so that they can function in different organizations and face the challenges arising there from. Besides imparting theoretical knowledge, the curriculum stresses on developing application based learning, analytical skills, problem solving, personality development, communication skills and team work. Case studies, industry projects, presentations, research work and role play are an integral part of the course curriculum. With this practical and ready knowledge in hand, students can work to develop innovative solutions to real-world business problems.

Corporate Resources Centre (CRC)
T he corporate resource centre aims at bringing the Industry and academia close to each other and providing organization support. It organizes campus interviews for student placement and training. CRC acts as an interface between the students, faculty and the corporate world to initiate continuous interaction with the industry. sharing industry experiences, and understanding the needs of the corporate world. CRC has been regularly inviting heads of leading Companies to the campus, who share their insights on the latest technologies and trends in the industries and enhance intellectual growth of students.

The CRC undertakes following activities:
- Interact with the corporate houses for the placement of graduating students
- Maintain constant liaison with the concerned HR personnel of the companies visiting the campus and with other institutes in the region for off-campus placements
- Counseling of students for career development
- Conduct placement activities
- Synchronizing the efforts of training & placement of students and building ITSEC as a brand among the corporate
Professional Development Program

Professional Development Program is a value-add program designed for students undergoing B.Tech program to achieve the outcomes mentioned below. This program is bifurcated into following two parts:

1. Soft Skill Development Cell – SSDC
2. Technical Skill Development Cell – TSDC

The program has the following objectives:

- To make students industry ready by imparting soft skills as well as technical skills
- To groom students apart from the academic exposure, which is already taken care of by the university curriculum
- To intervene in the academic process at various levels and with varied intensity in order to realize the outcome in quantifiable manner
- To ultimately measure the improvement of students by comparing the scores across levels with the help of a scorecard

(I) Soft Skill Development Cell (SSDC)

The main objectives of SSDC are as follows:

- To enhance communication (reading, writing and verbal) skills of students
- To enhance presentation skills of students
- To improve interpersonal skills and ability to work in teams
- To make confident personalities
- To develop positive attitude among students
- To make the students adaptable to various situations

(II) Technical Skills Development Cell

The main objectives of TSDC are as follows:

- To make students employable
- To enhance the programming skills of students

The course content is designed to cater to various abilities in students, like:

- Effective Communication
- Building Confidence
- Presentation Skills
- Adaptability
- Positive Attitude

The intervention of these activities being from 1st semester and continue up to 8th semester. The activities are designed such that the students identify their areas of improvement and enhance their abilities during the course of the program.

PDP FOR MBA PROGRAM:

The PDP activities scheduled for the MBA program will be as under:

- First Semester – Major focus on confidence building as ingrained activities
- Second Semester – Regular sessions for Attitude Building/ Confidence Building/ Soft Skills/ Communication
- Third Semester – Regular GD/PI sessions with special focus on self-introduction and resume writing
- Fourth Semester – Various mock sessions will be conducted to familiarize and make the students conversant with various aspects

Extra- Curricular Activities

Different Societies in the college are

- Cultural Society
- Sports Society
- Envision (ECE Dept)
- Avant Garde (CSE Dept)

With systematic and generous support from the moderate management and overwhelming participation of students from all the branches, the three working groups of Cultural, Literary and Sports keep pace with the latest trends and provide a much-needed breather from academics.

- Cultural committee serves as a meeting place for creative minds to discuss their ideas and allow for testing of their ideas in the face of intense competition, rigorous evaluations and a touch of the carnival. The activities are informal and are intended to sensitize the academic world to other dimensions of human experience and knowledge, with the hope that this would enrich the lives of students and make them aware of their social responsibilities and understand the implications of their actions.

- On the other hand, Literary Committee intends to create an atmosphere, which is intellectually and aesthetically stimulating for the community on the campus. In the pursuit of its objective, cultural and intellectual activities are held. In addition, the Committee also organizes workshops, seminars, lectures, demonstrations and stage performances on various topics relating to Humanities and the general public. The Committee’s activities are also aimed to orient them towards standards of equality, justice and a humanist culture. These activities are held throughout the year.

- Likewise sports committee also regularly organizes games and sports to boost up the physical as well as the mental capabilities of the young and enthusiastic generation. Cricket, Volleyball, Chess, Table Tennis, Basketball and Badminton under Sports Committee keep the students agile and physically fit. The college teams of Football, Badminton, Volleyball and Cricket participate in various local and national level tournaments.

Each year the college organizes annual fest “Udghosh” in order to bring forth all round development of student, which integrates in its fold sports, cultural and literary events. Students are also encouraged and motivated to participate in competitive events and festivals held in other colleges to showcase their academic brilliance and outstanding abilities. Technical Committees of various departments undertake presentations, projects on new and innovative topics in order to keep the students aware about the latest developments and discoveries. These committees also organize various technical competitions like Roboticos so that students can showcase their talents as budding technocrats.

- Seminars, Counseling workshops, Blood Donation camps, and Heritage clubs are also organized in the campus to help students widen their horizon. Students are advised to participate in these activities enthusiastically as it will be of help to them and will also be a part of their Internal Assessment.

Business Incubator

Business Incubator setup is approved by Ministry of Micro Small & Medium Enterprises (MSME) Govt. of India. This centre aims to empower and enable students in pursuing engineering and technology, innovation and entrepreneurship objectives. It provides an opportunity to the students to become an entrepreneur and creating new knowledge-based innovative hi-tech ventures, industries and in the process, leading the nation towards industrial excellence and self-reliance. It also conducts workshops/ Seminars/ Visits of the industries under Noida Entrepreneur Association for providing hands-on experience to students. College feels pride to share that our students hold four projects, approved by MSME for funding, which will strengthen students’ entrepreneurial skills through collaborative learning.
**Anti Ragging Policy**

AICTE Regulations as per the Directives of Supreme Court Ragging constitutes one or more of any of the following acts:

1. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student.
2. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
3. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student;
4. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
5. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
6. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students.
7. Any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person.
8. Any act or abuse by spoken words, emails, posts, public insulst which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to fresher or any other student.
9. Any act that affects the mental health and self-confidence of a fresher or any other student with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student.
10. Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the institution level shall be any one or any combination of the following:-
   a. Suspension from attending classes
   b. Withholding/withdrawing scholarship/fellowship and other benefits
   c. Debarring from appearing in any test/examination or other evaluation process and/or withholding results
   d. Fine with public apology
   e. Suspension/expulsion from the hostel
   f. Rustication from the institution for period ranging from 1 to 4 semesters
   g. Expulsion from the institution and subsequent debarring from admission to any other institution.

Collective Punishment: when the persons committing or abetting the crime of ragging are not identified, the institution shall resort to collective punishment as a deterrent to ensure community pressure on the potential ragers.

**Students’ Merit and Performance Improvement Awards**

For B.Tech 2ndYear - Top Ten students will be awarded on the basis of previous year result:
- Rs.10,000/- for top three students.
- Rs.5,000/- for next three students.
- Rs.2,500/- for next four students.

For B.Tech 2nd, 3rd & 4th Year students will be awarded on the basis of previous year result (2nd & 3rd year):
- Rs.10,000/- for 1st position student in each branch.
- Rs.5,000/- for 2nd position student in each branch.
- Rs.2,500/- for rest all position students in each branch (3 students per section) subject to the condition that no. of students receiving above award should not be more 10% of total strength of students of that branch.

For MBA 2nd year & MCA 2nd & 3rd year - students will be awarded on the basis of previous year result (1st & 2nd year as applicable only for MCA):
- Rs.10,000/- for 1st position student in each branch.
- Rs.5,000/- for 2nd position student in each branch.
- Rs.2,500/- for rest all position students in each branch (3 students per section) subject to the condition that no. of students receiving above award should not be more 10% of total strength of students of that branch.

The award receiving student should have passed the exam, on the basis of which award are being given.

**Performance Improvement Awards**

In addition to the above awards it was decided to introduce Performance Improvement Awards of 350/- approx. to 10% students of total strength of each class. This award will be given on the basis of improvement in the rank of the student in Present Semester over the Previous Semester. In case of B.Tech, 3rd Semester Students the basis for improvement in rank will be based on the students of the same branch.

**Students’ Grievance Redressal Cell**

Students Grievance Redressal Cell is constituted to look into the complaints lodged by any student related to academic matters, financial matters, harassment or other general matters. Complaint Boxes have been installed at different places in the college campus in which the student, who want to remain anonymous, put in writing their grievances and suggestions for improving the academics/administration in the college.

**Anti-Ragging Committee**

<table>
<thead>
<tr>
<th>Name</th>
<th>Position/Department</th>
<th>Contact No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dr. Sanjay Yadav</td>
<td>Chairman, ARS &amp; Dean-Students Welfare</td>
<td>9582647615</td>
</tr>
<tr>
<td>Dr. Gagan Deep Arora</td>
<td>Member, ARS &amp; Dean-Academic Administration</td>
<td>7835855875</td>
</tr>
<tr>
<td>Dr. Ashish Kumar</td>
<td>Member, ARS &amp; HOD- CSE</td>
<td>8527055656</td>
</tr>
<tr>
<td>Dr. Rakesh Dube</td>
<td>Member, ARS &amp; HOD- AS/H</td>
<td>8506890044</td>
</tr>
<tr>
<td>Dr. T. Visalakshi</td>
<td>Member, ARS &amp; HOD- CE</td>
<td>7840094637</td>
</tr>
<tr>
<td>Mr. Kishan Singh</td>
<td>Member, ARS &amp; Administrator</td>
<td>8506890033</td>
</tr>
</tbody>
</table>

**Academic Monitoring : Enterprise Resource Planning (ERP)**

ERP provides high-quality online system service for students’ help which facilitates them to check their academic status like attendance record, Sessional marks etc. It also Streamlines academic processes and eliminates manual entry of information. ERP improves level of accuracy, consistency and security of data. It enables authorities to gain real time data from various departments allowing quick and powerful decision making and reduce paper work, duplication of entries as well.

**Internal Complaint Committee (ICC)**

Internal Complaint Committee includes internal as well as external renowned members who can take an instant action against any written complaint. This committee Provides not only complimentary help for all staff, students & faculty members but prevents any sort of physical, psychological or mental discrimination also in the workplace by other employees. This panel ensures safety and protection for all at every phase of academia. The Committee makes recommendations on actions to be taken on specific complaints.

**Members of the Committee are as follows:**
- Dr. Sanjay Yadav, Head, ME Department and Dean-Students Welfare
- Dr. Gagan Deep Arora, Dean, Academic Administration
- Dr. Vinay Kakkar, Head, EEE Department
- Dr. Ashish Kumar, Head, CSE Department
- Dr. Rakesh Dube Head, Applied Sciences & Humanities.
- Dr. Deepa Singh, Assistant Professor (AS/H), Female Representative
- Ms. Shyamal Arora, Student Representative

**Students Handbook 2016-17**

For more information visit: www.its.edu.in
Complaint Management System (CMS)

Complaint Management System is an Online System for speedy redress of complaints and grievances for all students, faculty & staff members. All the users have their unique login IDs provided from college for lodging and tracking any sort of the complaint related to the college. It is a time bound escalation of the problems to next level if problem is not resolved in the specified time. It tracks all complaints, root cause & analysis of the problem and make possible immediate action against the traced complaint to resolve the problem.

Women Safety, Security & Dignity Cell (W.S.S.D)

Women Cell prohibits any kind of sexual harassment against females at college. This panel instantly holds up any legal action if any case is found in college campus. It organizes various lectures & demonstrations to encourage woman-empowerment. This committee can call for expert counseling in particular cases. It provides global exposure to enhance the vision of rural female students and ensures safety for all female employees as well as students.

Members of the Committee are as follows:
- Dr Leena Arya, Chairperson & Professor, ECE
- Mr L.K Verma, Professor, MBA
- Dr Renu Chaudhary, AR, ASH

Proctorial Board

Role and Responsibilities

Proctorial Board has been set up to ensure discipline in the College. Cases of indiscretions or indecent behavior of any student in the campus of the college and cases of individual/group harassment, threats, manhandling etc. are dealt strictly by the Proctorial Board. There are certain rules and regulation framed by the Proctorial Board from time to time, which are to be followed to maintain the cordial atmosphere in the campus.

Rules

a. No student shall leave the campus without permission of the warden. During class hours permission shall be given, only for unavoidable reasons by the competent authority as prescribed by the Director from time to time.

b. Normally permission shall be given for the period from 04.00 pm to 09.00 pm. Permission for night stay or absence during night, in very exceptional cases, shall be given by the Chief Warden/ Administrative officer.

c. In the event of absence of warden, the powers of the warden, under these rules, shall be exercised by the Chief Warden/ Administrative officer or any other competent authority as authorized by the Director.

d. Every student shall maintain high standard of peace, tranquility and ideal conduct, cleanliness and discipline in his/her room. No student shall play music at high volume, shout and scream or commit acts of individual/group harassment, threats, manhandling etc. is put on the notice boards.

Members of the Committee are as follows:
- Dr. Ashish Kumar, Chief Proctor, Professor - CSE
- Mr. L.K Verma, Member, Assistant Professor - MBA
- Mr. Abhishek Shrivare, Member, Assistant Professor - CSE
- Ms. Gauri Katiyar, Member, Assistant Professor - EEE
- Ms. Gauri Katiyar, Member, Assistant Professor - EEE
- Ms. Gauri Katiyar, Member, Assistant Professor - EEE

About the Library

Role of library in education is not confined to elementary and secondary education alone. It is much more important in higher and professional education. It would not be an exaggeration to say that a library is an essential pre requisite for successful implementation of higher educational programmes. Books are sure media for knowing the latest trends in knowledge. Without the help and ready availability of a library, no formal educational programme can be justified. The college has spacious well-stocked modern library available to the students, faculty and staff. Latest information in terms of text & reference books, journals, periodicals, CDs & videos have been procured for intellectual nourishment. It is fully computerized, networked and will have separate digital library giving connectivity with IndiGlobal data bases. Further, college is providing unique feature of Book Bank facility through which each student gets requisite books for all subjects according to academic requirements. This facility will be additional to his/her entitlement of books issued on their library cards. I.T.S Engineering College has a very rich collection of printed and non-printed documents. This section has qualitative collection of material covering almost all titles/books along with some valuable costly collection. The reference section books will only be issued for a particular period to be used within library campus / reading hall. The collection of books in the library covers almost all the fields of Engineering branches, Management, Applied Sciences and Professional English language. Apart from text and reference books, the library is subscribing to national & international journals / magazines. Almost all important newspapers are also on subscription.

Library Services

College library provides the following services:
1. Circulation
2. Reference
3. Reprographic
4. Current Awareness
5. Access to Databases available on CD-ROMS
6. Online journals

1. Rules for General Discipline
   - Use of Mobile phones & water bottles are not allowed in the classrooms, labs, and library and in official functions.

2. Rules for Academic Discipline
   - Students are required to attend lectures, tutorials and practicals regularly. As per University Ordinances, at least 75% attendance is compulsory for the students to appear for the Sessional tests and the End semester theory & practical examinations.

   Rules
   - (i) Any student remaining absent for two consecutive lectures and / or tutorials in any subject and practical classes, will not be permitted to attend the third and onward lectures/classes unless he/she submits written explanation along with the consent of his/her parents to the respective counselor in this regard. He/she will be permitted only after the written permission from the HOD of the respective department.
   - (ii) Any student remaining absent for more than 5 days without prior permission from the Director/Dean will be liable to be dropped out & the name will be struck off from the rolls of the College.
   - (iii) Students must appear for all the tests & complete the assignments, projects etc. within the specified time period. The internal assessment will be made on the basis of tests/assignments and attendance.
   - (iv) Evaluation of tests, assignments and projects by the faculty for the purpose of internal assessments will be final for the students.
   - (v) Students must wear (in stead of carrying) their ID cards at all times. Without ID cards would not be allowed to enter the college campus.
   - (vi) Students are required to use CMS for any type of inconvenience.

About the Library

Role of library in education is not confined to elementary and secondary education alone. It is much more important in higher and professional education. It would not be an exaggeration to say that a library is an essential pre requisite for successful implementation of higher educational programmes. Books are sure media for knowing the latest trends in knowledge. Without the help and ready availability of a library, no formal educational programme can be justified. The college has spacious well-stocked modern library available to the students, faculty and staff. Latest information in terms of text & reference books, journals, periodicals, CDs & videos have been procured for intellectual nourishment. It is fully computerized, networked and will have separate digital library giving connectivity with IndiGlobal data bases. Further, college is providing unique feature of Book Bank facility through which each student gets requisite books for all subjects according to academic requirements. This facility will be additional to his/her entitlement of books issued on their library cards. I.T.S Engineering College has a very rich collection of printed and non-printed documents. This section has qualitative collection of material covering almost all titles/books along with some valuable costly collection. The reference section books will only be issued for a particular period to be used within library campus / reading hall. The collection of books in the library covers almost all the fields of Engineering branches, Management, Applied Sciences and Professional English language. Apart from text and reference books, the library is subscribing to national & international journals / magazines. Almost all important newspapers are also on subscription.

Library Services

College library provides the following services:
1. Circulation
2. Reference
3. Reprographic
4. Current Awareness
5. Access to Databases available on CD-ROMS
6. Online journals

1. Rules for General Discipline
   - Use of Mobile phones & water bottles are not allowed in the classrooms, labs, and library and in official functions.

2. Rules for Academic Discipline
   - Students are required to attend lectures, tutorials and practicals regularly. As per University Ordinances, at least 75% attendance is compulsory for the students to appear for the Sessional tests and the End semester theory & practical examinations.

   Rules
   - (i) Any student remaining absent for two consecutive lectures and / or tutorials in any subject and practical classes, will not be permitted to attend the third and onward lectures/classes unless he/she submits written explanation along with the consent of his/her parents to the respective counselor in this regard. He/she will be permitted only after the written permission from the HOD of the respective department.
   - (ii) Any student remaining absent for more than 5 days without prior permission from the Director/Dean will be liable to be dropped out & the name will be struck off from the rolls of the College.
   - (iii) Students must appear for all the tests & complete the assignments, projects etc. within the specified time period. The internal assessment will be made on the basis of tests/assignments and attendance.
   - (iv) Evaluation of tests, assignments and projects by the faculty for the purpose of internal assessments will be final for the students.
   - (v) Students must wear (in stead of carrying) their ID cards at all times. Without ID cards would not be allowed to enter the college campus.
   - (vi) Students are required to use CMS for any type of inconvenience.
4.3 New arrivals of books and new editions to library

4.1 Borrowing facilities are available to the member of the faculty of the college.

4.0 Circulation & Penalty

Text Book : 4 books for a period of 15 days

Payment of Rs. 100/- shall make an immediate written report to the librarian.

4.10 The Librarian can refuse to issue fresh books to those who are already in possession of the books which have become due.

4.11 If a member loses a book issued against his/her card he/she shall make an immediate written report to the librarian. He/she shall get the duplicate card on payment of Rs. 100/-

4.8 User can avail photocopy facility within the institute's campus by depositing the library card to the library staff concerned. Library card will be returned once the books/periodicals are obtained back from the users.

4.9 Newspapers are not allowed to be taken out of the library.

4.5 Library also provides book reservation facility through library automation software, which facilitates the end user to purchase the required resource.

Catalogue) for users to allow them to search the detailed information of the required resource.

In this information era, information and automation are two preliminary requirements to survive and compete.

Information helps us to keep update with the latest trends in your field of work.

Library Rules

1.0 Library Timing

1.1 Library shall remain open from 9.00 am to 6.00 pm on all days excluding the declared holidays

1.2 Books are issued and received back as follows: 9.00 am to 6.00 pm (Issue) 9.00 am to 6.00 pm (Return)

1.3 During exam days Library shall remain open from 9.00 am to 10.00 pm

This is applicable on all working days of the library.

2.0 Membership

2.1 Library is primarily meant for students, faculty, administrative staff, technical staff and visiting faculty of the college.

2.2 Each member of the library (faculty/visiting faculty/staff/student) will be issued with a library card.

2.3 If a member loses his/her library card, he/she shall make an immediate written report to the librarian. He/she get the duplicate card on payment of Rs. 100/-

2.11 If a member loses a book issued against his/her card he/she shall make an immediate written report to the librarian. He/she shall get the duplicate card on payment of Rs. 100/-

2.10 The Librarian can refuse to issue fresh books to those who are already in possession of the books which have become due.

2.9 Newspapers are not allowed to be taken out of the library.

General Conditions

5.1 All library users may be required to sign in/out for using the facility through an appropriate system.

5.2 Users must carry their library card with them to enable checking by Library staff if and when required.

5.3 Users should maintain peace in the library and should not disturb others. Smoking, eating, talking & chewing are strictly prohibited in the library.

4.4 New additions can only be issued after technical processing (accessioning, classification, cataloguing and clearance of bills) has been completed.

4.5 Library also provides book reservation facility through which members can make a request of reserve the book he/she desires to issue.

4.6 If any document is available only as single copy, the same will not be issued but can be consulted within the library.

4.7 If the book is not returned by the stipulated time as given in Para 3 above, the student member will be charged a penalty of Rs. 5/- per day per volume.

The fine should be paid at the library. Item Return Counter and a valid receipt should be obtained.

4.8 User can avail photocopy facility within the institute's campus by depositing the library card to the library staff concerned. Library card will be returned once the books/periodicals are obtained back from the users.

4.9 Newspapers are not allowed to be taken out of the library.

4.5 Library also provides book reservation facility through library automation software, which facilitates the end user to purchase the required resource. (Catalogue) for users to allow them to search the detailed information of the required resource.

Library Rules

1.0 Library Timing

1.1 Library shall remain open from 9.00 am to 6.00 pm on all days excluding the declared holidays

1.2 Books are issued and received back as follows: 9.00 am to 6.00 pm (Issue) 9.00 am to 6.00 pm (Return)

1.3 During exam days Library shall remain open from 9.00 am to 10.00 pm

This is applicable on all working days of the library.

2.0 Membership

2.1 Library is primarily meant for students, faculty, administrative staff, technical staff and visiting faculty of the college.

2.2 Each member of the library (faculty/visiting faculty/staff/student) will be issued with a library card.

2.3 If a member loses his/her library card, he/she shall make an immediate written report to the librarian. He/she get the duplicate card on payment of Rs. 100/-

2.11 If a member loses a book issued against his/her card he/she shall make an immediate written report to the librarian. He/she shall get the duplicate card on payment of Rs. 100/-

2.10 The Librarian can refuse to issue fresh books to those who are already in possession of the books which have become due.

2.9 Newspapers are not allowed to be taken out of the library.

5.1 All library users may be required to sign in/out for using the facility through an appropriate system.

5.2 Users must carry their library card with them to enable checking by Library staff if and when required.

5.3 Users should maintain peace in the library and should not disturb others. Smoking, eating, talking & chewing are strictly prohibited in the library.

5.4 While entering the library, users should leave their personal belongings, such as bags, personal books, helmets etc. at the property counter at owner's risk. However, purses, calculators and such other costly items should not be left at counter.

5.5 Users of the library should not deface, mark, cut, mutilate or damage the reading material in anyway. Persons doing so are liable to be fined heavily, apart from being asked to pay the cost of the damage. In case a person repeats the offense second time, his/her library card would be impounded and the membership will be terminated summarily.

5.4 While entering the library, users should leave their personal belongings, such as bags, personal books, helmets etc. at the property counter at owner's risk. However, purses, calculators and such other costly items should not be left at counter.

5.5 Users of the library should not deface, mark, cut, mutilate or damage the reading material in anyway. Persons doing so are liable to be fined heavily, apart from being asked to pay the cost of the damage. In case a person repeats the offense second time, his/her library card would be impounded and the membership will be terminated summarily.

Boys’ Hostel Rules

1. Residents of the hostel will have local guardians. The residents stay with local guardians after obtaining written permission from the parents. Parents will issue an authorization letter in the name of the local guardian whose consent along with the photograph will be submitted to the Warden in the prescribed format.

2. Residents will be allowed to stay with the Parents or local guardians twice a month after seeking permission from the Warden. The local guardian’s authority letter to send the resident is required to be submitted at least a day in advance to the Hostel Warden.

3. Residents will be allowed to go home only in the event of minimum three consecutive holidays in the Institute.

4. Hostel Residents will not be allowed to attend the Institute from their homes when regular classes are conducted in the Institute.

5. Residents will be allowed to go out of station with their parents with persons authorized by the parents or can go home alone after submitting letter, authorizing them to leave alone, by their parents during semester break or block closure of the Institute.

6. Visitors are allowed to meet residents between 5:00 to 7:00 p.m. The permission of the warden is required to meet the visitors. Residents must ensure that visitors enter their details viz, name, address, telephone no, cell no, vehicle no. etc. in visitors book available in the visitors room.

7. Residents are allowed to go out of the hostel during weekly break from 8.30 am to 6.30 pm. Permission of the Warden is required for leaving the hostel even on weekly off. Residents will have to make entry in register available with the warden.

8. Hostel doors will be closed at 10.00 pm every day. Residents will not be allowed to enter or leave the hostel after 10.00 pm. In case a resident is required to remain out of the hostel after 8.00 pm, prior approval of Warden is required at least a day in advance. The attendance in the hostel will be taken by the Warden everyday at 8.30 p.m. Erring residents will be penalized as per the discretion of the Director/Warden.

9. In any emergency if the residents are to go home beyond schedules mentioned above special permission may be taken from Director through Warden after the resident submits the documentary evidence duly signed by the parents.

10. Residents will submit the parents’ feedback form to the Warden immediately after returning to the hostel from their homes/local guardian’s homes.

11. Use of Radios, Music player, heater is strictly prohibited.

12. Residents will switch off fans and lights when they leave their rooms. In their absence if lights and fans are found to be on, they may be penalized.

13. Rooms of the residents can be changed, if necessary, during the session.

14. Cleanliness of the rooms will be the sole responsibility of the residents.

15. It is normally expected that the residents will follow simplicity and will not wear any dress objected by the Residents’ Welfare Association.

16. Residents are advised not to keep valuable jewellery with them. The safety of cash & belongings of the residents is not the responsibility of the hostel.

17. Use of alcohol, chewing tobacco/ Gutkha/ khaini and other contraband drugs are strictly prohibited.

18. Parties and get together are not allowed in the Hostel.

Girls’ Hostel Rules

1. Residents of the hostel will have local guardians. The residents can stay with local guardians after obtaining written permission from the parents. Parents will issue an authorization letter in the name of the local guardian whose consent along with the photograph will be submitted to the Warden in the prescribed format.

2. Residents will be allowed to stay with the Parents or local guardians twice a month after seeking permission from the Warden. The local guardian’s authority letter to send the resident is required to be submitted at least a day in advance to the Hostel Warden.

3. Residents will be allowed to go home only in the event of minimum three consecutive holidays in the Institute.

4. Hostel Residents will not be allowed to attend the Institute from their homes when regular classes are conducted in the Institute.

5. Residents will be allowed to go out of station with their parents with persons authorized by the parents or can go home alone after submitting letter, authorizing them to leave alone, by their parents during semester break or block closure of the Institute.

6. Visitors are allowed to meet residents between 5.00 pm to 7.00 p.m. The permission of the warden is required to meet the visitors. Residents must ensure that visitors enter their details viz, name, address, telephone no, cell no, vehicle no. etc. in visitors book available on the Hostel gate.
7. Residents are allowed to go out of the hostel during weekly off from 9:00 am to 5:00 pm. Permission of the Warden is required for leaving the hostel even on weekly off. Residents will have to make entry in register available with the Warden.

8. Hostel doors will be closed at 6:00 pm every day. Residents will not be allowed to enter or leave the hostel after 7:00 pm. In case a resident is required to remain out of the hostel after 7:00 pm, prior approval of Warden is required at least a day in advance. The attendance in the hostel will be taken by the Warden everyday at 8:00 p.m. Erring residents will be penalized as per the discretion of the Director/Warden.

9. Residents can come out on Wednesday and Friday from 5:00 pm to 7:00 pm for necessary work related to the daily need or academic.

10. In any emergency if the residents are to go home beyond schedules mentioned above special permission may be taken from Director through Warden after the resident submits the documentary evidence duly signed by the parents.

11. Residents will submit the parents’ feedback form to the Warden immediately after returning to the hostel from their homes/local guardian’s homes.

12. Use of Radios, Music player, heater is strictly prohibited.

13. Use of alcohol, smoking/ chewing tobacco/ Guthka/ khaini and other contraband drugs are strictly prohibited.

14. Parties and get together are not allowed in the Hostel.

15. Residents are advised not to keep valuable jewellery with them while coming to join the hostel:

16. Rooms of the residents can be changed, if necessary, during the session.

17. Cleanliness of the rooms will be the sole responsibility of the residents.

18. It is normally expected that the residents will follow simplicity and will not wear any dress objected by the Warden and Director.

19. Residents are advised not to keep valuable jewellery with them. The safety of cash and belongings of the residents is not the responsibility of the hostel.

20. Cooking is not allowed in the rooms of the hostel.

21. Expenditure on ailments, illness etc. will be borne by the resident himself. The safety of cash and belongings of the residents will be taken seriously and damage will be recovered from the resident.

22. Hostel admission can be cancelled if the authorities are convinced that the resident suffers from a chronic disease or serious illness.

23. It is obligatory for the residents of the hostel to attend the classes in the institute. Absence, without permission, from the classes will be considered a serious violation of hostel rules.

24. Visitors of the residents are not allowed to stay in the hostel.

25. In order to ensure the security of the Hostel Residents, identity cards will be issued to all the residents. All the residents are required to carry the identity card with them at all the times. The residents will not be allowed to enter the Hostel under any circumstances without showing the identity card at the gate.

26. The following committees will be constituted to manage the hostel and to look into the day to day problems of hostel residents,

(a) Games & Cultural Programmes
(b) General Welfare & Discipline
(c) Mess
(d) General Welfare

These committees will work under the overall supervision of the Warden and will take direction from the Director from time to time.

27. All the residents will follow the rules strictly and obey the orders of the Warden/Director.

28. The Director has full powers to modify or change hostel rules.

29. Resident violating any of the above rules is liable to be terminated from the hostel premises without any show cause notice or prior intimation. The decision of the Institute authorities will be final.

30. Writing any slogan or comment on the walls/ furniture/ doors or in the corridor area is strictly prohibited and the defaulters will be penalized.

31. Any damage to the hostel property like beds/ Almirah/ study table/ window glass/ window and doors etc will be taken seriously and damage will be recovered from the residents of the hostel room to make good the loss suffered by the Institute.

32. Students are required to bring the following items with them while coming to join the hostel:

1. One Bed Roll comprising Bed sheets, Bed cover, Pillow, Mattress, Quilt (for winter) etc.
2. One Bucket, One mug, one water jug, one flask, two glasses.
3. Toiletries.
4. As regards coolers for use in summer the following is applicable:-
(a) Cooler will be procured by concerned resident on her own expenses.
(b) The rental shall have to be paid in advance.

26. Parties and get together are not allowed in the Hostel.

27. The Director has full powers to modify or change hostel rules.

28. Resident violating any of the above rules is liable to be terminated from the hostel premises without any show cause notice or prior intimation. The decision of the Institute authorities will be final.

29. Writing any slogan or comment on the walls/ furniture/ doors or in the corridor area is strictly prohibited and the defaulters will be penalized.

30. Any damage to the hostel property like beds/ Almirah/ study table/ window glass/ window and doors etc will be taken seriously and damage will be recovered from the residents of the hostel room to make good the loss suffered by the Institute.

31. Students are required to bring the following items with them while coming to join the hostel:

1. One Bed Roll comprising Bed sheets, Bed cover, Pillow, Mattress, Quilt (for winter) etc.
2. One Bucket, One mug, one water jug, one flask, two glasses.
3. Toiletries.
4. As regards coolers for use in summer the following is applicable:-
(a) Cooler will be procured by concerned resident on her own expenses.
(b) The rental shall have to be paid in advance.

32. Students are required to bring the following items with them while coming to join the hostel:

1. One Bed Roll comprising Bed sheets, Bed cover, Pillow, Mattress, Quilt (for winter) etc.
2. One Bucket, One mug, one water jug, one flask, two glasses.
3. Toiletries.
4. As regards coolers for use in summer the following is applicable:-
(a) Cooler will be procured by concerned resident on her own expenses.
(b) The rental shall have to be paid in advance.

Bus Route Details

**Bus Route No. 1**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Stoppage</th>
<th>Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Vasundhara Sector 16</td>
<td>07:10 AM</td>
</tr>
<tr>
<td>2</td>
<td>Atal Chowk</td>
<td>07:12 AM</td>
</tr>
<tr>
<td>3</td>
<td>Bush Chowk</td>
<td>07:15 AM</td>
</tr>
<tr>
<td>4</td>
<td>Mohan Nagar</td>
<td>07:22 AM</td>
</tr>
<tr>
<td>5</td>
<td>New Bus Stand G2B</td>
<td>07:27 AM</td>
</tr>
<tr>
<td>6</td>
<td>Hapur More</td>
<td>07:30 AM</td>
</tr>
<tr>
<td>7</td>
<td>Old Bus Stand</td>
<td>07:32 AM</td>
</tr>
<tr>
<td>8</td>
<td>Hapur Chungi</td>
<td>07:35 AM</td>
</tr>
<tr>
<td>9</td>
<td>Shastri Nagar</td>
<td>07:37 AM</td>
</tr>
<tr>
<td>10</td>
<td>Lal Kuan</td>
<td>07:46 AM</td>
</tr>
<tr>
<td>11</td>
<td>ABES Engineering College</td>
<td>07:50 AM</td>
</tr>
<tr>
<td>12</td>
<td>Vijay Nagar Bypass</td>
<td>08:05 AM</td>
</tr>
<tr>
<td>13</td>
<td>New Holland Gol Chakkar</td>
<td>08:20 AM</td>
</tr>
<tr>
<td>14</td>
<td>Surajpur</td>
<td>08:30 AM</td>
</tr>
<tr>
<td>15</td>
<td>I.T.S Engineering College</td>
<td>08:45 AM</td>
</tr>
</tbody>
</table>

**Bus Route No. 2**

<table>
<thead>
<tr>
<th>S. No.</th>
<th>Stoppage</th>
<th>Timing</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>Mohan Nagar</td>
<td>07:05 AM</td>
</tr>
<tr>
<td>2</td>
<td>Vasundhara Sec. 16</td>
<td>07:10 AM</td>
</tr>
<tr>
<td>3</td>
<td>Anand Vihar (Metro Station)</td>
<td>07:15 AM</td>
</tr>
<tr>
<td>4</td>
<td>Vaishali Sec. 04</td>
<td>07:25 AM</td>
</tr>
<tr>
<td>5</td>
<td>Indianpuram (DPS)</td>
<td>07:30 AM</td>
</tr>
<tr>
<td>6</td>
<td>CISF Camp</td>
<td>07:35 AM</td>
</tr>
<tr>
<td>7</td>
<td>Fortis Hospital (Sec. 62)</td>
<td>07:42 AM</td>
</tr>
<tr>
<td>8</td>
<td>Adobe</td>
<td>07:54 AM</td>
</tr>
<tr>
<td>9</td>
<td>Sec.- 25/26 Gate</td>
<td>08:00 AM</td>
</tr>
<tr>
<td>10</td>
<td>Golf Course</td>
<td>08:05 AM</td>
</tr>
<tr>
<td>11</td>
<td>Sec. 50 Noida</td>
<td>08:15 AM</td>
</tr>
<tr>
<td>12</td>
<td>Sec. 49 (Red Light)</td>
<td>08:20 AM</td>
</tr>
<tr>
<td>13</td>
<td>Expressway</td>
<td>08:30 AM</td>
</tr>
<tr>
<td>14</td>
<td>Expressway (ATS)</td>
<td>08:35 AM</td>
</tr>
<tr>
<td>15</td>
<td>Sector 160 (Bus stop No. 7)</td>
<td>08:40 AM</td>
</tr>
<tr>
<td>16</td>
<td>I.T.S. Engineering College</td>
<td>08:55 AM</td>
</tr>
</tbody>
</table>