



VGU

STUDENT HANDBOOK 2025

YOUR ACADEMIC COMPANION

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PREFACE

Welcome to Vivekananda Global University!

The Student Handbook summarizes the educational program structure at Vivekananda Global University as well as rules, regulations and policies that every student at Vivekananda Global University is expected to adhere to.

This is an easy guide to all necessary and important information that a student may need throughout their stay at Vivekananda Global University. It is mandated and expected of every student to read this handbook carefully and abide by it completely.

This is a summary document meant to be a ready reference. Complete policy documents will be available to students through the VGU Portal. Upon reading this document completely, students will confirm to their respective Mentors that they have read and understood all their rights and responsibilities as a student at Vivekananda Global University.

We wish you rich and rewarding years at Vivekananda Global University!

STUDENT HANDBOOK

About Bagaria Education Trust

1. Bagaria Education Trust (BET), a not-for-profit organization registered in the year 2002, was constituted by a group of hardworking professionals from Rajasthan who felt the need for special efforts to promote education in rural areas. The trust is registered with Niti Aayog & Devasthan Vibhag, Rajasthan & is also registered with the Income Tax Department under Section 80G & 12AA.
2. The primary focus of the trust has always been on educating rural women & youth. The introductory endeavour of the promoters was an exclusive drive called “Shiksha Karmi” for the education of the daughters-in-law of the villages. The motive behind this drive was to make the women educated enough so that they could impart education to the village children in the future. The trust and its sister concerns run nine educational institutions ranging from nursery education to Ph.D. programs in multidisciplinary fields. The current strength of these institutions stands out to be a whopping 30,000+ students & over 1000+ staff members.

Know Your University - VGU, Jaipur

3. Vivekananda Global University (VGU), Jaipur, stands as a beacon of excellence among India’s leading multidisciplinary private universities, dedicated to nurturing holistic education that meets global benchmarks. Inspired by the visionary ideals of Swami Vivekananda, the university draws strength from his profound advocacy for integrating science, technology, and education to empower individuals and drive societal progress. Rooted in his philosophy of balanced development - encompassing the physical, mental, and spiritual realms - VGU emphasizes a transformative learning experience that bridges tradition and innovation. Guided by these enduring principles, the university’s core values and mission resonate with Swami Vivekananda’s timeless vision, shaping leaders who are equipped to make a meaningful impact in a rapidly evolving world.
4. Established under Act No. 11/2012 of the Rajasthan State Legislature and recognized under Sections 2(f) and 12B of the UGC Act, 1956, the university is dedicated to fostering intellectual coherence, integrity, and a deep sense of social responsibility in its students. Since its inception in 2012, the university has been steadfast in its mission to develop well-rounded individuals. VGU’s innovative approach emphasizes cultivating critical thinking, fostering the ability to evaluate issues from diverse perspectives, and empowering students with effective communication skills to thrive in a dynamic world.
5. Sponsored by the Bagaria Education Trust, the university has emerged as a transformative institution with a dynamic mission and a progressive developmental

vision. Recognized for its academic excellence, the university holds prestigious rankings and accreditations, including its placement in the QS World University Rankings - Asia 2025 (Band 681-700) and a Grade A+ accreditation by NAAC in its first assessment cycle. The university is approved by esteemed regulatory bodies such as the Bar Council of India (BCI), Council of Architecture (COA), Pharmacy Council of India (PCI), Indian Council for Agricultural Research (ICAR), and the Institute of Town Planners of India (ITPI). Additionally, the university is a provisional member of the Association of Indian Universities (AIU), further cementing its commitment to providing education that meets national and international benchmarks.

6. The university has rapidly risen to prominence as one of the fastest-growing and most prestigious educational institutions in the country. In just over a decade, it has carved a distinguished place for itself, becoming a vital force in shaping the regional and national educational landscape. At VGU, education is rooted in a strong foundation of knowledge, rigorous academic research, and hands-on engagement with real-world challenges. With a diverse community of over 15,000 students representing nearly every Indian state and union territory, along with over 30 countries worldwide, the university cultivates a dynamic and inclusive global learning environment.

7. The university offers a wide spectrum of undergraduate, postgraduate, and doctorate programs, guided by distinguished faculty dedicated to providing a transformative educational experience. With a focus on empowering future leaders and innovators, the university continuously expands its horizons by introducing cutting-edge programs in emerging disciplines, now offering over 60 career-oriented academic pathways. Further enhancing accessibility and flexibility, the university also provides comprehensive programs through Online and Open Distance Learning (ODL) modes, catering to the evolving needs of modern learners.

8. Our diverse faculty, drawn from across India, play a pivotal role in advancing research and contributing to high-impact publications. The university has an impressive track record, with over 1,700 research papers published, more than 222 patents granted or published, and one copyright. Additionally, VGU proudly supports holistic development through Army and Air Wing Troops under the NCC, along with three active NSS units, fostering discipline, leadership, and social responsibility among students.

9. VGU recognizes that entrepreneurs are the driving force behind India's economic growth and social progress, and the nation thrives on young graduates with innovative and creative mindsets. To nurture this potential, the university has developed a robust innovation and entrepreneurial ecosystem on campus, establishing three state-of-the-art incubation centres. These centres actively support over 65 start-ups, empowering aspiring entrepreneurs to transform their ideas into impactful ventures.

10. VGU's unwavering commitment to quality education, research, and innovation has earned prestigious recognition at the national level. The Ministry of Education, Government of India, awarded our Institution's Innovation Council (IIC) a stellar 4.5-star rating. NITI Aayog further acknowledged VGU's innovation ecosystem by establishing its first Atal Community Innovation Centre (ACIC) on campus. Additionally,

the Ministry of MSME has provided R&D funding under the ASPIRE Scheme to create a state-of-the-art Technology Business Incubator at VGU. The university also hosts the Swavlamban Chair for MSME Solutions, established by SIDBI, and was honoured as the "University of the Year - West" by ASSOCHAM, reflecting its excellence in fostering innovation and entrepreneurship.

11. The university boasts strategic collaborations with prestigious government bodies, including the Ministry of Micro, Small and Medium Enterprises, Ministry of Rural Development & Entrepreneurship, Department of Science and Technology, Bureau of Energy Efficiency, DRDO, IIID, and NITI Aayog. These partnerships underscore the institution's commitment to driving innovation and contributing to national growth. Additionally, VGU has earned recognition in the 6-25 band in the ARIIA rankings, highlighting its excellence in promoting academic research and fostering entrepreneurship.

12. VGU actively collaborates with several Ministries of the Government of India, playing a key role in training and capacity-building initiatives for renowned agencies such as the Khadi and Village Industries Commission (KVIC), Jal Jeevan Mission, Bureau of Energy Efficiency, and CSIR - National Environmental Engineering Research Institute (CSIR-NEERI). The University is also an engaged member of the Life Sciences Sector Skill Development Council, reinforcing its dedication to fostering skill development and contributing to national sustainable growth initiatives.

Awards and Recognitions

13. VGU has continued its steadfast commitment to growth and excellence, further solidifying its position as a leader in higher education. Besides, **Grade A+ accreditation by NAAC** and **QS World University Rankings - Asia 2025 (Band 681-700)**, some of the other accolades won by VGU during the last year are as follows: -

<u>S/No.</u>	<u>University Ranking Agency</u>	<u>Rank</u>
(a)	Global University Rankings (DEI & SI Ranking)	Ranked 3rd in India and 1025 Worldwide
(b)	Careers360 Young University Ranking	A+++ Rank
(c)	Times BBA Ranking	AIR 25
(d)	Global University Rankings (Graduate-Outcome Ranking)	Global Rank : 740; League : Diamond; and Graded Value Equivalent Scoring : 3.75/5
(e)	Outlook India University Ranking	Ranked as top 3 private university in Rajasthan and 33 overall in India
(f)	Outlook India (Engineering Institution Rankings)	Ranked 111 in India
(g)	GU Subject Ranking	Engineering & Technology - World Ranking : 896 Environment & Agriculture - World

		Ranking : 674 Management - World Ranking : 871
(h)	GU MEI Ranking	Ranked 646 Worldwide; 3rd in India
(j)	Outlook Best College Ranking	Sciences - Rajasthan : 6 and AIR : 99
		Architecture - Rajasthan : 1 and AIR : 17
		Design - Rajasthan : 2 and AIR : 25
		Humanities - Rajasthan : 3 and AIR : 98
		Management - AIR: 129
		Engineering - AIR : 111
		Law - Rajasthan : 2 and AIR : 29
		Hotel Management - Rajasthan : 2 and AIR: 30
		Mass Communication - Rajasthan : 2; and AIR : 35
(k)	Times B School Rankings 2025	Commerce - AIR : 139
		Computer - AIR : 107
		Ranked 19th in Top 36 Private University
		Ranked 18th in Top 20 North B School
(l)	The WEEK Best University Ranking	Ranked 40th in Top 100 B School Ranking
		Ranked 41st in Top 50 Placement Institute
(m)	R World OBE 5.0 Ranking	8th in Emerging Multidisciplinary University in North Zone, 14th All India Emerging Multidisciplinary University and 21st Private and Deemed Multidisciplinary University
(n)	India Today Best College Ranking	Ranked in Platinum Band
(o)	The WEEK Best College Ranking (Engineering)	Design - 45, Law - 66, Arts - 135, Science - 139, Commerce - 190, Engineering - 249, Hotel Management - 65, JMC - 51, BBA - 160, Architecture - 36
(p)	Careers360 India's Best B School Ranking 2025	Ranked 87th in North Zone
(q)	R World Best Engineering Campus	AAA
(r)	IIRF Ranking 2024	AIR 115
(s)	R World Ranking	State-wise 17, Zone-wise 57, All Over India 99.
		Diamond Band (Institute of Prominence)

(t)	Mental Health and Wellbeing Ranking	Ranked in Diamond Band (All India Ranking 27)
(u)	The WEEK-HANSA Research - Best B School Survey - July 2024	Emerging Top B School All India - Rank 33
(v)	Global University Rankings (DIISC Ranking)	Gold+
(w)	R World Institutional Ranking (India Academia Ranking 2025)	Titanium Band
(x)	The Chronicles of India STEM Education Rankings 2025	20th in A1 Band : Rank #1 - 50 Elite STEM Institutions of India
(y)	The IIRF University Ranking	National Rank 59, Zonal Rank 27, and State Rank 7

Vision, Mission and Core Values

14. **Vision.** To become a university with commitment to excellence in education, research & innovation aimed towards human advancement.

15. **Mission.**

(a) Facilitate holistic education through knowledge sharing, skilling, research and entrepreneurial development.

(b) Integrate academic and industrial collaborations towards nation's development.

(c) Mentor students' physical, mental, emotional, secular and spiritual attributes to become a valued human resource.

16. **Core Values.**

(a) **Integrity.** Research and teaching shall be carried out in an environment of academic freedom and honesty. The University will adhere to the highest standards of ethics in all its activities.

(b) **Accountability.** VGU recognizes that it is accountable to all its immediate stakeholders including students, staff, faculty, alumni, industry and society.

(c) **Transparency.** The University will function according to provisions of its Act, Statutes, Ordinances and defined procedures and rules, which will be informed to all stakeholders. The University will make public all important information related to its functioning.

(d) **Quality.** To promote quality in education, research and consultancy.

- (e) **Empathy.** Creating awareness and contributing towards finding solutions to the problems faced by the weaker sections of society.

Infrastructure

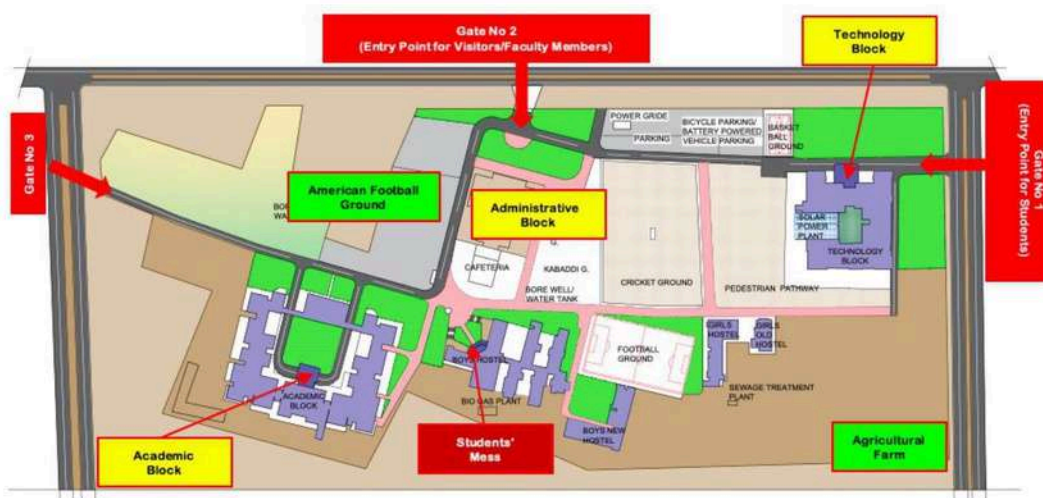
17. VGU offers a state-of-the-art infrastructure, including approximately 110 Lecture Theatres, 26 Tutorial Rooms, 40 Computer Programming Labs, a cutting-edge Computer Centre, and 90 Teaching and Research Labs/Workshops.

18. The Wi-Fi-enabled teaching spaces are equipped with advanced audio-visual systems, including projectors, smartboards, and recording facilities. These spaces cater to diverse learning needs, ranging from 35-seater tutorial rooms for small-group sessions to 110-seater lecture theatres for regular classroom teaching. Additionally, the 120-seater seminar halls are ideal for hosting workshops, seminars, guest lectures, performances, and Faculty Development Programs. Students also benefit from access to extensive online resources and cutting-edge IT infrastructure, ensuring robust support for their academic pursuits.

19. Each department features dedicated laboratories and workshops equipped with state-of-the-art equipment and modern tools to effectively support both teaching and research activities. Two Knowledge Resource Centres, located in the Academic Block and the Technology Block, house a comprehensive collection of books, magazines, and journals to cater to the needs of all departments. These centres are also equipped with cutting-edge IT resources, enabling seamless research and publication work.

20. Additionally, the university offers various specialized teaching spaces, such as 565-seater fully air-conditioned Auditorium, Audio-Video Rooms, Moot Court, Digital Studios, and Drawing Halls, to enhance the learning experience. These facilities are spread across the Academic Block, Technology Block, and Administrative Block. Classrooms vary in size and are equipped with diverse amenities to cater to the specific needs of lectures and discussion sessions, ensuring an adaptable and effective learning environment.

21. **Schematic Campus Layout.**



Location Chart

22. **Departmental Directory**. The details of faculties and departments are reflected at **Appendix A**. The location of various departments in the three blocks viz. Academic Block, Technology Block, and Administrative Block are reflected at **Appendix B**.
23. **Office Directory**. The location of various offices in the three blocks viz. Academic Block, Technology Block, and Administrative Block are reflected at **Appendix C**.

Academic Information

24. **Academic Regulations 3.0**. The Academic Regulations 3.0 are reflected at **Appendix D**. These regulations are mandatory reading for all students.
25. **Academic Programs**.
- (a) **Programs Offered**. VGU offers a wide range of academic programs across various disciplines, including Diploma, Undergraduate (UG), Postgraduate (PG), and Doctoral (Ph.D.) levels. The university comprises of 15 faculties and 20 departments, collectively offering nearly 60+ UG and PG programs.
 - (b) **Major, Minor, and Dual Degree Programs**. VGU provides flexible academic pathways through its major, minor, and dual degree options. These programs are structured based on course duration and student interest. Currently, the university offers nearly 60 major programs, 12 minor programs, and dual degree programs across multiple departments.
26. **AEC/VAC/SEC Courses**.
- (a) VGU is committed to fostering holistic student development beyond the core curriculum. To support this, the university offers three key categories of knowledge enhancement, skill-building and personality building courses: -
 - (i) **Ability Enhancement Course (AEC)**. AEC are the courses based upon the content that leads to knowledge enhancement through various areas of study. They are Language, Literature, Environmental Science and Sustainable Development, which will be mandatory for all disciplines.
 - (ii) **Skill Enhancement Course (SEC)**. SEC are skill-based courses in all disciplines and are aimed at providing hands-on training, competencies, proficiency and skills to students. SEC courses may be chosen from a pool of courses designed to provide skill-based instruction. Every discipline may provide skill based courses, some of

which may be offered to students of its discipline while the rest can be open to students of all other disciplines.

(iii) **Value Added Course (VAC)**. VAC are common pool of courses offered by different disciplines and aimed towards personality building; embedding ethical, cultural and constitutional values; promote critical thinking, Indian Knowledge Systems, scientific temperament, communication skills, creative writing, presentation skills, sports & physical education and teamwork which will help in all round development of students.

(b) These programs aim to strengthen students' overall skill sets across various disciplines. Currently, the university offers: -

(i) 41 AEC Courses.

(ii) 73 VAC Courses.

(iii) 52 SEC Courses.

(c) Each course is identified by a unique code, along with the number of seats available for different semesters. Majority of these courses are open to all students, promoting interdisciplinary learning and broad-based skill acquisition. For more details, students may refer to the '**Compendium of AEC/VAC/SEC Courses**' circulated by the department.

(d) **Key Contact Person**. Departmental HOD.

27. **Massive Open Online Courses (MOOCs)**.

(a) Study Webs of Active Learning for Young Aspiring Minds (SWAYAM: www.swayam.gov.in) is a national Massive Open Online Course (MOOC) platform, designed to achieve the three cardinal principles of India's Education Policy - access, equity, and quality.

(b) A student has the option to earn up to 40% of the total credits offered in a particular programme in a semester through quality-assured MOOC programs offered on the SWAYAM portal or any other online educational platform approved by the UGC/Regulatory Body/University from time to time.

(c) **Coursera Courses**. The University has obtained 1000 licenses, gaining access to over 15,000 Coursera Courses spanning diverse disciplines and specializations. In the last year alone, more than 10,000 unique students and faculty members have leveraged these online courses to enhance their skills and knowledge. Students are strongly encouraged to take full advantage of these courses to enhance their learning and skills.

(d) **Key Contact Person**. Dr. Devendra Kumar Doda, Provost (Mob No. 9352260373, and Email: devendra.doda@vgu.ac.in).

28. **Transdisciplinary Project (TDP).**

(a) The Transdisciplinary Project is a flagship initiative that brings together undergraduate students from diverse disciplines to collaboratively address real-world problems through teamwork, creativity, and research. Starting from the first year, every student becomes part of a Transdisciplinary Project Batch - a team of five students drawn from various programs (such as Engineering & Technology, Design, Architecture, Management, Humanities, Law, Computer Science & Applications, Physiotherapy and Occupational Therapy, Paramedical Sciences, Hospitality, and Sciences). Each team is guided by a faculty mentor to integrate their ideas into a unified concept or project for development.

(b) Each Transdisciplinary Project batch aligns its work with one of the 17 Sustainable Development Goals (SDGs). Students identify a pressing real-world problem - whether social, environmental, technological, or economic, and collaborate across disciplines to analyze the issue from multiple perspectives. Through research, brainstorming, and skill-building, they work towards innovative and practical solutions. These projects often result in impactful outcomes such as a Scopus/SCI/WOS-indexed research paper, patent, copyright, working prototype, social innovation model, or a start-up idea eligible for incubation at ACIC-VGU, contributing meaningfully to the achievement of the SDGs.

(c) This unique approach fosters teamwork, leadership, and critical thinking, enabling students to discover their strengths while contributing to meaningful change. It also builds a strong foundation for entrepreneurship, innovation, and meaningful careers.

(d) The Transdisciplinary Project equips students with interdisciplinary problem-solving skills - crucial for future careers - while enabling them to build a robust portfolio of innovation, research, and collaboration. It also helps them connect early on with mentors, incubators, and funding opportunities. More than just a component of the undergraduate curriculum, the Transdisciplinary Project serves as a launchpad for impactful ideas and meaningful career pathways.

(e) **Key Contact Person.** Dr. V. Sairam, Head, TDP (Mob No. 9790632294, and Email: sairam.velchuri@vgu.ac.in).

29. **Open Elective Courses.**

(a) Open Elective Courses offered by VGU are designed to provide students with flexibility and interdisciplinary learning opportunities by allowing them to choose courses outside their core discipline. These courses can be from other departments within the university or even from different institutions, including online platforms like SWAYAM. The goal is to broaden students' knowledge base, enhance their skills, and promote a more holistic education.

(b) At VGU, each department offers a range of Open Elective Courses across different semesters. Students are free to choose any course from the available basket, except those offered by their own department.

(c) **Open Elective Course Offerings.** Open Elective Courses offered by VGU are reflected at **Appendix E.**

(d) **Key Contact Person.** Dr. Devendra Kumar Doda, Provost (Mob No. 9352260373, and Email: devendra.doda@vgu.ac.in).

30. **Certification Courses.**

(a) **LinkedIn Courses.** LinkedIn Learning is a leading online platform that offers a vast array of high-quality courses across diverse domains such as technology, business, creative skills, and personal development. These courses are designed to enhance knowledge, sharpen skills, and support the continuous professional growth of students. VGU currently holds 2,400 licenses, providing access to over 11,000 unique courses, and encourages their effective utilization for maximum benefit.

(b) **Harvard Business Impact.** At VGU the focal point is to make student think critically keeping in view the multidimensional approach to look at the scenario. Management in practice have multifunctional areas to look into while finding an optimal solution. Harvard Business Impact (HBI) through its case studies, business simulation, manage mentors and foundation courses develop the skills in the students to have a 360-degree view of a given scenario. Students through all these pedagogical techniques gets exposure to the events and activities that are taking place in real business world and able to create a bridge of putting theory into practice helping them to shape their learning curve. The MBA program at Faculty of Management is driven through the experiential running where in with the HBI tools we bring industry into the classroom setup that gives an opportunity to students' deep dive into the challenges faced by the business world and exploring the several possible solutions by putting themselves into the shoes of decision maker.

Academic Calendar

31. The Academic Calendar for the Academic Year 2025-26, covering both Odd and Even Semesters, is reflected as follows: -

(a) For First Year Students - **Appendix F.**

(b) For Students of Second Year Onwards - **Appendix G.**

University Timings

32. The university functions from 08:00 AM to 04:20 PM, divided into ten slots of 50 minutes each. Out of these, nine slots are designated for lectures or practical sessions, while one slot is allotted for the lunch break. Depending on the timetable, the 50-minute lunch break may fall in any one of the three slots viz. 11:20 AM - 12:10 PM; 12:10 PM - 01:00 PM; or 01:00 PM - 01:50 PM.

Time Table - How to Decipher

33. Each student can access their timetable on the ERP. A typical timetable that gets displayed on the ERP is reflected below: -

BALLB VIII SEMESTER								
Sl. No.	08:30 - 09:30	09:30 - 10:30	10:30 - 11:30	11:30 - 12:30	12:30 - 1:30	1:30 - 2:30	2:30 - 3:30	3:30 - 4:30
1	FREE PERIOD		MOOT COURT ROOM	ROOM NO. 217	ROOM NUMBER - 216		ROOM NUMBER - 121	
2		FREE PERIOD	Sociology - III BLAR01 (Ms. Ritika Gorwami)	Administrative Law LBLR01 (Ms. Shardil Singh)	CPC & Limitation Act LBLR02 (Mr. Shubham Thakuriya)	Moot Court Exercise & Internship LBCR01 (Ms. Pooja Sharma) Moot Court Hall	FREE PERIOD	
3		Administrative Law LBLR01 (Ms. Shardil Singh)	LUNCH	Moot Court Exercise & Internship LBCR01 (Ms. Pooja Sharma) Moot Court Hall	Trust Equity & Fiduciary Relationship LBER01 (Mr. Aditya Choudhary)	Sociology - III BLAR01 (Ms. Ritika Gorwami)	Human Right Law & Pr LBLR03 (Ms. Sehaj Gokhru)	
4		Human Right Law & Pr LBLR03 (Ms. Sehaj Gokhru)		Administrative Law LBLR01 (Ms. Shardil Singh)	CPC & Limitation Act LBLR02 (Mr. Shubham Thakuriya)	Trust Equity & Fiduciary Relationship LBER01 (Mr. Aditya Choudhary)	Sociology - III BLAR01 (Ms. Ritika Gorwami)	
5		FREE PERIOD		Human Right Law & Pr LBLR03 (Ms. Sehaj Gokhru)	Administrative Law LBLR01 (Ms. Shardil Singh)	Moot Court Exercise & Internship LBCR01 (Ms. Pooja Sharma) Moot Court Hall	Sociology - III BLAR01 (Ms. Ritika Gorwami)	CPC & Limitation Act LBLR02 (Mr. Shubham Thakuriya)
6				Human Right Law & Pr LBLR03 (Ms. Sehaj Gokhru)	CPC & Limitation Act LBLR02 (Mr. Shubham Thakuriya)	Trust Equity & Fiduciary Relationship LBER01 (Mr. Aditya Choudhary)	Moot Court Exercise & Internship LBCR01 (Ms. Pooja Sharma)	

34. The timetable consists of Subject Name and Code, Professor's Name, Room No., Time Slots of the Lecture/Practical and Lunch Break. It assists a student to reach a particular venue well on time, and attend the deliberations.

35. **Facilitating Infra Code on ERP.** To decipher the Time Table properly, it is imperative that the student reads and understands the Facilitating Infra Code on ERP correctly. The infra code allocated to the various teaching spaces including Lecture Theatres (LTs), Tut Rooms (TR), Computer Programming Labs (CPLs), Labs, Audio-Visual (AV) Rooms, Studios, Outdoor Classes, etc. are reflected at **Appendix H**.

ERP and University Email IDs

36. Every student is assigned a unique University ERP ID, which is their ERP number followed by the domain @vgu.ac.in. For example, if your ERP number is 11580, your ERP ID will be 11580@vgu.ac.in. This ID can be used to log in to the TCS iON portal or the TCS iON mTOP mobile app by entering the ID and the corresponding password.

37. All academic information including the timetable, fee structure, fee receipts, holidays, assignment submissions, semester exam results, and attendance records - is accessible through this ERP ID login.

38. In addition, the University provides each student with a unique institutional email ID (e.g., 21LAW2BA043@vgu.ac.in), which is based on your enrolment number. This email ID grants privileged access to a wide range of free certificate courses on platforms such as Coursera, SWAYAM, Udemy, and more.

Attendance

39. A minimum of 75% attendance in each course is mandatory for a student to be eligible to appear in any test or examination for that course. The minimum attendance required by the newly admitted students is calculated from their date of registration into the course (instead of 1st Instructional Day). The attendance is marked both manually and digitally on ERP. Students who fail to maintain a minimum of 75% attendance in a course is detained from appearing in both midterm and end-term examinations.

40. The 25% allowance for absence from instructional hours in each course includes absences due to medical, casual, personal, official (e.g., for organizing events/seminars/conferences/annual fests etc.), participation in extracurricular or cocurricular activities, and any other valid or otherwise justified reasons.

41. Students who fail to meet the minimum attendance criteria in a course will not be allowed to take the end-semester or annual examination component of the course. They will be considered "debarred from writing the exam" and will be awarded an "I" grade.

Student Support Services

42. Accounts Office.

(a) The Accounts Office at VGU is responsible for the institution's financial management and reporting. Its key functions include bank reconciliations, timely disbursement of funds, payment processing, ERP data entry, and maintaining accurate records of all financial transactions. The office also ensures compliance with the university's financial policies and procedures.

(b) Located on the Ground Floor of the Technology Block, the Accounts Office manages fee submissions, issuance of receipts, and other student-related financial matters. Students must ensure that all dues are cleared before registering for each semester.

(c) **Cash transactions are not permitted** - all payments must be made directly to the official university account. The University shall not be held liable for any cash transactions undertaken by students with any person or authority connected to the institution.

43. **Student Cell.**

(a) The Student Cell plays a pivotal role in enriching the overall campus experience of students, with key responsibilities spanning academic support and administrative coordination. Its core functions include verifying student enrolment documents, maintaining student records, and preparing essential documents such as Migration Certificates, Transfer Certificates, Character Certificates, and No Dues Certificates. The Cell also assists in resolving ERP-related issues and verifying documents for graduating students.

(b) Additionally, the Student Cell compiles data for degree processing, oversees the issuance of Degree Certificates, and coordinates government-sponsored scholarships. Most importantly, it serves as the primary point of contact for student grievances and strives to address and resolve them at the earliest possible time.

(c) **Key Contact Person.** Dr. Vijay Kumar Raina, Deputy Registrar (Student Cell) (Mob No. 8290909633, and E-mail: vijay.raina@vgu.ac.in).

44. **Student Uniform.**

(a) VGU has a prescribed student uniform, which is mandatory for all students while on campus. Students not in uniform may be denied entry to the campus or classrooms.

(b) Certain programs may have specific uniform requirements, which will be communicated by the respective departments. All students are expected to adhere to the formal dress code at all times while on campus.

(c) **Uniform Store.** Uniforms can be purchased from the Uniform Store located on the Lower Ground Floor of the Technology Block, next to the Central Store.

(d) **Key Contact Person.** Sh Shankar, Uniform Storekeeper (Mob No. 9928081109).

45. **Student ID Card.**

(a) Upon ERP registration, each student is issued a Student ID Card. It is mandatory to wear the ID Card around the neck using the provided sling at all times while on campus. Carrying it in a pocket or bag is not permitted.

(b) The ID Card is essential for access to the campus, classrooms, library, and examination halls. While students must take all necessary precautions to keep the ID Card safe, in case of loss, it should be reported immediately to the Mentor, HOD, and Librarian. A duplicate ID Card will be issued at a cost of ₹250.

46. **Student Welfare Cell.**

(a) The Student Welfare Cell at VGU, led by the Dean, Student Welfare, focuses on the holistic development of students, empowering them to become future leaders. Among the various activities undertaken by the cell, the key ones are highlighted below: -

(i) **Mentoring and Personal Counselling**. Guidance and support for academic and personal growth.

(ii) **Extracurricular Activities**. Sports, adventure, and other activities to foster teamwork and skills.

(iii) **Student Welfare**. Addressing student concerns and promoting well-being.

(iv) **Discipline and Conduct**. Ensuring adherence to university codes and regulations.

(v) **Grievance Redressal**. Providing a platform for resolving student grievances.

(b) **Role of Dean, Student Welfare**. The Dean, Student Welfare acts as a guiding force, providing mentorship, support, and motivation to students, helping them achieve their goals and maintain internal peace and harmony.

(c) **Key Contact Person**. Dr. Pramod Kumar Faujdar, Associate Dean, Student Welfare (Mob No. 9314773015, and E-mail: dsw@vgu.ac.in).

47. **Examination Cell.**

(a) Located on the First Floor of the Academic Block, the Examination Cell plays a vital role in supporting students throughout their academic journey. Key services offered include: -

(i) **Exam Registration Assistance**. Support is provided to help students register for examinations through the TCS iON ERP portal, including guidance on deadlines and procedures.

(ii) **Issuance of Admit Cards**. Admit cards are issued prior to examinations to eligible students.

(iii) **Exam Timetables and Notifications**. Schedules and important updates related to examinations are displayed on notice boards and shared via online platforms.

(iv) **Grievance Redressal**. Students can report issues related to exam marks, admit cards, or any discrepancies for timely resolution.

- (v) **Revaluation Facility**. Students have the option to apply for rechecking or re-evaluation of answer sheets.
- (vi) **Result Declaration**. Examination results are made available on time and can be accessed or downloaded through the ERP portal.
- (vii) **Grade Cards and Transcripts**. Official grade cards, mark sheets, and academic transcripts are issued upon completion of evaluation.
- (viii) **Issuance of Certificates**. Provisional, backlog, or other examination-related certificates are issued upon request.
- (ix) **Backlog/Repeat Exam Facility**. Special examinations are conducted for students who have failed or missed regular assessments.
- (x) **Online Helpdesk Services**. Support is accessible through online forms and portals for various exam-related queries.
- (xi) **ABC ID Creation Support**. Assistance is provided for generating the Academic Bank of Credits (ABC) ID as per NEP guidelines.
- (xii) **Certificate Corrections**. Corrections to certificates are processed upon submission of a formal application.
- (xiii) **Issuance of Duplicate Documents**. Duplicate copies of mark sheets or certificates are issued in cases of loss or damage.
- (b) **Key Contact Person**. Mr. Surjeet Yadav, Additional Registrar (Secrecy) (Mob No. 9782055536, and E-mail: surjeet_yadav@vgu.ac.in).

48. **Training and Placement Cell.**

- (a) The Training and Placement Cell at VGU is a bridge between students and their dream careers. It prepares students to step confidently into the professional world, whether through campus placements, internships, or higher education guidance.
- (b) The Training & Placement Cell goes beyond just final-year placements. It supports students in multiple ways, as highlighted below: -
 - (i) **Campus Placement Drives**. Regular placement drives with top companies from diverse sectors including IT, manufacturing, finance, consulting, media, and more.
 - (ii) **Skill Development Workshops**. Communication, aptitude, interview techniques, resume writing, and soft skills training by experts.
 - (iii) **Internship Support**. Assistance in securing internships in reputed firms, start-ups, and government departments.

(iv) **Industry-Academia Connect.** Guest lectures, seminars, webinars, and corporate interaction programs.

(v) **Higher Education Guidance.** Support for students planning to pursue studies in India or abroad - entrance prep, counselling, and LOR assistance.

(c) **Key Contact Person.** Dr. Dhiraj Singh, Head, Training & Placement Cell (Mob No. 8875791777, and E-mail: singh.dhiraj@vgu.ac.in).

49. **Knowledge Resource Centres (Libraries).**

(a) At VGU, our Knowledge Resource Centres are not merely repositories of books, but vibrant academic ecosystems that promote critical thinking, foster research, and support diverse learning outcomes. The University has two fully-equipped Knowledge Resource Centres; one located in the Academic Block and the other in the Technology Block. These centres house an extensive collection of books across disciplines, including rare and unique volumes waiting to be explored.

(b) Our libraries value education in all its forms and support hybrid learning by providing equal emphasis on both print and digital resources. With cutting-edge infrastructure, they offer a quiet, well-equipped environment for research, focused study, and collaborative work.

(c) To cater to the varied academic interests of our students, we subscribe to a wide range of newspapers, research journals, magazines, and academic publications. In addition, a rich collection of e-books, e-journals, and digital resources is accessible remotely from any device, ensuring seamless learning beyond campus boundaries.

(d) **Library Guidelines.**

(i) Books can be borrowed from the general shelf only.

(ii) Return books within 3 days post examination; no fine during preparatory leave.

(iii) CD-ROMs/DVDs to be used within library premises.

(iv) Reference books and journals can be issued overnight and returned by 9:00 AM the next day.

(e) **Key Contact Person.** Dr. Deep Singh, Chief Librarian (Mob No. 9549657358, and E-mail: deep.singh@vgu.ac.in).

50. **Student Clubs.**

(a) Extra-curricular activities at VGU enhance students' academic performance, life skills, and employability. These activities foster commitment, leadership, and teamwork, while reducing at-risk behaviour. At VGU, clubs are entities that design their own leadership structure and modes of functioning. These clubs provide students with a multitude of opportunities to contribute and enrich their campus experience culturally and intellectually.

(b) While there are 14 Clubs, and 02 Special Interest Groups (SIG) that operate under Students' Welfare Cell, four clubs operate under Social Outreach Cell (SOC). The details of all the clubs are reflected at **Appendix I**.

(c) These clubs and competitions provide a platform to showcase students' talents, win accolades and equip them for future success. For more details, students are advised to read the Student Clubs Brochure, circulated by the departments or available on the VGU Website.

51. **Student Outreach Cell.**

(a) The Student Outreach Cell (SOC) at VGU plays a pivotal role in fostering student engagement and holistic development. It actively manages and coordinates various activities under NCC, NSS, and Rovers-Rangers, ensuring discipline, leadership, and social responsibility among students. SOC also organises outreach programmes, awareness drives, and collaborations with external organisations to provide meaningful exposure and service opportunities.

(b) Additionally, leveraging the university's vast resources, expertise, and student potential, SOC undertakes initiatives aimed at uplifting nearby community areas through educational camps, health drives, cleanliness campaigns, and social awareness projects, thus strengthening VGU's commitment towards community development and nation-building.

(c) **Key Contact Person.** Lt. Krishna Nandan, ANO (Mob No. 9828913593 or 8619981936, and E-mail: Krishna_nandan@vgu.ac.in).

52. **ACIC-VGU Foundation.**

(a) The Atal Community Innovation Centre (ACIC) at VGU is the first such centre in India to be established by the Atal Innovation Mission (AIM) and NITI Aayog. It focuses on fostering a start-up and innovation ecosystem in Rajasthan, particularly in Tier-2 and Tier-3 cities, by supporting innovators at the "bottom of the pyramid". The centre provides resources, mentorship, and funding opportunities to help start-ups in areas like art, design, handicrafts, fashion, lifestyle, and agriculture and provides a dynamic space for students, innovators, and budding entrepreneurs to bring their ideas to life.

(b) If you have an idea, a passion for solving real-world problems, or a desire to explore innovation and entrepreneurship, ACIC is the perfect place to begin. Open to students from all streams and backgrounds, ACIC encourages active participation through initiatives focused on the following areas: -

(i) **Incubation Support**. Office space, technical support, and business development assistance to convert your idea into a viable venture.

(ii) **Funding Opportunities**. Guidance on government and private funding, and access to seed funding programs.

(iii) **Mentorship & Expert Guidance**. One-on-one mentorship from start-up founders, industry experts, and academics.

(iv) **Skill-Building & Networking Events**. Workshops, boot camps, pitch days, idea contests, and hackathons to sharpen your entrepreneurial skills.

(v) **Partnerships & Collaborations**. Connect with government departments, corporates, NGOs, and academic institutions.

(c) **Key Contact Person**. Mr Swastik Suman, Associate Incubation Manager (Mob No. 8676954545, and E-mail: incubation.acic@vgu.ac.in).

53. **Institution's Innovation Council (IIC)**.

(a) The IIC at VGU is formed under the guidance of the Ministry of Education's Innovation Cell (Govt. of India). The IIC aims to systematically nurture innovation and entrepreneurship culture among students and faculty members.

(b) Whether you are working on a research idea, social innovation, or business plan, IIC helps you take it forward for:

(i) **Support for Start-ups**. Get mentorship, legal and registration assistance, and funding opportunities for your start-up ideas.

(ii) **Project to Prototype Support**. Convert your academic or personal projects into working models or prototypes.

(iii) **Competitions and Exposure**. Participate in Smart India Hackathon, Toycathon, national innovation challenges, and other government-initiated events.

(iv) **Women Entrepreneurship**. Special mentoring sessions, funding channels, and events to empower female innovators.

(c) IIC is a student-driven body that organizes regular activities including idea pitching, entrepreneurship talks, innovation workshops, field visits, and more. It connects students to India's innovation ecosystem and national programs.

(d) **Key Contact Person.** Mr Satish Jangid, IIC President (Mob No. 811886962, and E-mail: jangid.satish@vgu.ac.in).

54. **Industry-Institute Interaction Cell (IIIC).**

(a) The Industry-Institute Interaction Cell (IIIC) at VGU is redefining industry outreach, connections, and student exposure by actively bridging the gap between academia and the professional world.

(b) With a strong vision to enhance the learning experience of students, the cell focuses on building strategic collaborations and MoUs with leading industries. It facilitates industrial visits, invites domain experts for insightful guest lectures, and organizes hands-on boot camps focused on emerging trends and technologies.

(c) These initiatives are designed to equip students with practical knowledge, industry readiness, and a deeper understanding of real-world applications, thereby enriching their academic journey.

(d) **Key Contact Person.** Dr. Dhiraj Singh, In-charge IIIC (Mob No. 8875791777, and E-mail: singh.dhiraj@vgu.ac.in).

55. **Student Council.**

(a) The Student Council comprises a total of 18 members, including 5 General Body Members and 13 Executive Members. Eligibility for membership is limited to students in the Pre-Final and Final Year of UG Programs, the Final Year of PG Programs, and the 3rd Year of Integrated Programs. The tenure of the elected Council shall be for one academic session.

(b) **Composition of Student Council.** The composition of the Student Council is reflected below: -

(i) **General Body.**

- (aa) President.
- (ab) Vice-President.
- (ac) Secretary.
- (ad) Treasurer.
- (ae) Management Head.

(ii) **Executive Members.**

- (aa) Cultural Head - 1.

- (ab) Content Writer - 1.
- (ac) PR and Outreach Head - 1.
- (ad) Social Media Head - 2.
- (ae) Hostel Student Representative (Boys and Girls) - 2.
- (af) Mess Student Representative - 1
- (ag) Discipline Head - 1
- (ah) Foreign Students Representative (Boys and Girls) - 2.
- (ai) QRT Head - 1.
- (aj) Designer - 1.

(c) **Key Contact Person.** Dr. Pramod Kumar Faujdar, Associate Dean, Student Welfare (Mob No. 9314773015, and E-mail: dsw@vgu.ac.in).

56. **Sports Council.**

(a) The Sports Council functions under the direct oversight of the Student Council to ensure smooth and effective operations that contribute to the overall development of university students. It also supports the Sports Cell in planning and organizing various sports tournaments and related events.

(b) **Composition of Sports Council.** The Sports Council comprises three key positions: -

- (i) Sports Head.
- (ii) Sports Secretary.
- (iii) Sports Management Head.

57. **Class Representatives.**

(a) Each batch of the program will have a Class Representative.

(b) **Selection Process of Class Representatives (CRs).**

- (i) The candidate must be a regular student with a minimum of 75% attendance and should not have any academic backlogs or disciplinary records.
- (ii) Interested students can fill out the nomination form to contest for the position of Class Representative. The Nomination Form is available as Annexure 4 in the Student Council Elections Rulebook 2025-26.
- (iii) Each candidate must be supported by at least 5 classmates.
- (iv) The completed nomination form must be submitted to the Student Welfare Faculty (SWF) In-charges within the given deadline.

- (v) After submission, a screening process will be conducted by a committee consisting of the Associate Dean of Student Welfare, SWF In-charges, and the Pro-President to finalize the eligible candidates.

58. **Alumni Cell.**

(a) The Alumni Cell serves as a vital link between the university and its alumni network. It is dedicated to fostering lifelong connections, enhancing alumni engagement, and creating opportunities for mutual growth. The cell maintains an updated alumni database, organises alumni meets, webinars, and networking events to ensure continuous interaction with former students.

(b) It also facilitates mentorship programmes, career guidance sessions, and collaborative projects where alumni can contribute to the academic and professional development of current students. Additionally, the Alumni Cell works towards leveraging the achievements and expertise of alumni to build the university's reputation and to initiate projects that benefit both the alumni community and the institution.

(c) **Key Contact Person.** Lt. Krishna Nandan, ANO (Mob No. 9828913593 or 8619981936, and E-mail: Krishna_nandan@vgu.ac.in).

59. **Security & Safety Arrangements.**

(a) The safety and security of the VGU community is a top priority, managed through a comprehensive combination of physical and electronic measures. The entire campus is enclosed by a high boundary wall, which is further secured by strategically positioned security guards at key locations.

(b) Our 24x7 campus security includes trained personnel and regular patrols, supported by an extensive CCTV surveillance system. Entry and exit of students are monitored at the main gate (Gate No. 1) to enhance safety and maintain accurate movement records.

(c) Security personnel play a crucial role during major events such as student move-ins and convocations, effectively managing traffic and ensuring smooth operations. Additional safety measures include: -

- (i) Controlled entry and exit points with ID-based access.
- (ii) Security checks at gates and hostels.
- (iii) Hostel warden supervision and night-time attendance tracking.
- (iv) Comprehensive fire safety systems, including extinguishers, alarms, designated fire exits, and regular fire drills.
- (v) Emergency response protocols ensuring prompt access to ambulance, police, and fire services.

- (vi) A well-lit campus, including pathways, parking areas, and hostel surroundings
- (d) At VGU, our dedicated security team exemplifies our unwavering commitment to maintaining a safe, secure, and welcoming environment for all students, faculty, staff, and visitors.
- (e) **Key Contact Person.** Col Lalit Yadav, Head Hostels (Mob No. 9596796708, and Email: lalit.yadav@vgu.ac.in).

60. **Committees.**

(a) **Student Grievance Redressal Committee.**

(i) VGU has a multi-layered student grievance redressal mechanism designed to ensure a comfortable and stress-free experience for students. Initially, students can approach the Academic and General Counselling Cell within their department for any issues. If a problem cannot be resolved at the department level, it is escalated to the appropriate committee for prompt resolution. Students can address their concerns directly to the Convenor, Student Grievance Redressal Committee (SGRC), at the designated email address.

(ii) **Key Contact Person.** Prof. (Dr.) Mridula Purohit, Convenor, SGRC (Mob No. 9414788361, and Email: mridula_purohit@vgu.ac.in).

(b) **Anti-Ragging Committee.**

(i) VGU prioritizes student safety and well-being through its Anti-Ragging Cell. This cell works tirelessly to prevent ragging incidents, ensuring a secure and respectful environment for all students.

(ii) **Key Objectives.** The key objectives of Anti-Ragging Squad are as follows: -

- (aa) Prevent and curb ragging incidents.
- (ab) Provide support to victims.
- (ac) Foster a culture of respect and inclusivity.

(iii) **Nodal Officers.**

(aa) Dr. Pramod Kumar Faujdar, Convenor, Anti-Ragging Committee (Mob No. 9314773015, and E-mail: proctor.vgu@vgu.ac.in).

(ab) Mr. US Sekhawat, Hostel Warden (Mob No. 9799954944).

(iv) **VGU Anti-Ragging Helplines.** For any concerns or incidents, please reach out to the Anti-Ragging Cell at VGU.

(aa) **Contact No.** 9314773015

(ab) **E-mail.** helpline.antiragging@vgu.ac.in and proctor.vgu@vgu.ac.in.

Facilities & Services

61. Hostel Facilities.

(a) VGU offers well-equipped hostel facilities for students arriving from across the country and overseas to pursue their studies. The University has separate hostels for boys and girls, ensuring safety, comfort, and a conducive living environment. On-campus, the University houses 4 Boys' Hostels and 2 Girls' Hostels, while the off-campus accommodation includes 13 Boys' Hostels and 3 Girls' Hostels.

(b) All hostels are supervised round-the-clock by dedicated wardens, ensuring the well-being and discipline of the residents. Beyond comfortable infrastructure, the hostels foster a vibrant community life that encourages interaction, knowledge-sharing, and meaningful connections between juniors and seniors.

(c) **Housekeeping and Facilities Management in Hostels.** Students are required to dispose the trash into the central dustbin placed on respective floors of the hostel. Zo Scholar App, the request app for all the services on campus has to be downloaded on the mobile sets. Weekly requests for cleaning have to be routed through this app only. Only emergency requirements may be reached through the housekeeping helpline +91-9829555509 or +91-7984090003.

(d) For more details, students can refer to the Hostel Booklet (Bye-Laws, Services, and Facilities) available under the 'Live Here' section in the footer of the VGU website.

(e) **Key Contact Person.** Col Lalit Yadav (Retd.), Head Hostels (Mob No. 9596796708, and Email: lalit.yadav@vgu.ac.in).

62. Medical Facilities & Services.

(a) VGU has a fully functional Medical Aid Centre located within the Students' Mess Complex. The centre is managed by Dr. A.K. Meena, a qualified and experienced medical professional, who is available for OPD consultations Monday to Saturday, from 04:15 PM to 05:45 PM. It offers free consultation and medical assistance to all students, faculty, and staff. For any medical assistance, one may directly contact Dr. Meena at +91 81144 89175.

(b) Additionally, the Faculty of Physiotherapy and Occupational Therapy provides first-aid facilities, along with Physiotherapy and Occupational Therapy outpatient services. The campus also features eye check-up and blood testing facilities for the convenience of the university community.

(c) The campus is equipped with a 24/7 ambulance to provide immediate assistance in medical emergencies requiring hospitalization. In such cases, the incident is promptly reported to the concerned authorities by the faculty member or hostel warden. Typically, the faculty member or hostel warden accompanies the student during admission and discharge to the nearest hospital or nursing home.

(d) In case of any medical emergency, students must immediately inform their Mentor, as well as report the issue to the Dean or HOD. Hostel residents should also promptly notify their respective Hostel Warden along with the Mentor.

63. **IT & Digital Infrastructure.**

(a) VGU has 40 Computer Labs to cater to the diverse academic and technical needs of students across various disciplines. Additionally, the campus houses 8 state-of-the-art Digital Studios. All three academic blocks are Wi-Fi enabled and supported by a robust network infrastructure, ensuring seamless connectivity for all departments

(b) Nearly all Lecture Theatres are equipped with AV systems or Smart Boards to enhance the teaching-learning experience. All hostels are also Wi-Fi enabled, ensuring continuous digital access for students beyond classroom hours.

(c) **Key Contact Person.** Mr Nikhil Kumar Nigam, Chief Technical Officer (Mob No. 9868827161, and Email: nikhil.nigam@vgu.ac.in).

64. **Sports Facilities.**

(a) At VGU, Sports Cell is integral to the student experience. Our approach to nurturing global citizens extends beyond the classroom and into our state-of-the-art sports facilities, where students are encouraged to push their boundaries and discover their potential. This journey fosters self-awareness, discipline, and transformation, preparing students to create meaningful change within themselves and their world.

(b) Sports Cell at VGU is designed to create a healthy, balanced, and holistic life for our students. We aim to empower students with life skills and values such as discipline, mutual respect, punctuality, camaraderie, leadership, teamwork, and mental and emotional resilience. Whether you are an athlete seeking excellence in your chosen sport or a student simply looking to stay active, our sports programs cater to all levels of engagement.

(c) A comprehensive schedule is shared at the beginning of each semester to help students plan their participation. We take pride in offering regular coaching sessions across a diverse range of sports, as reflected below: -

(i) **Outdoor Sports**. Basketball, Cricket, Football, Volleyball, Kabaddi, Boxing, Kho-Kho, American Football, Softball and Korfball.

(ii) **Indoor Sports**. Badminton, Table Tennis, Chess, Carrom, Grappling, Judo, Karate and Wushu.

(d) **Key Contact Person**. Dr. Anita Choudhary, Sports Manager (Mob No. 9982755518, and Email: anita.choudhary@vgu.ac.in).

65. **Transport Facility & Parking Areas.**

(a) VGU provides daily commute services for students, faculty, and staff through buses that operate from designated pick-up points to the university campus and back, following a fixed schedule. The transportation fees and details of the routes serviced by VGU buses are outlined in the "Fee Structure" section of the VGU Website. Students, faculty, and staff wishing to use the transportation facility are requested to complete the "Bus Requisition Form," attach the receipt for the applicable transportation fees, and submit them to the Accounts Office. Seats are allocated on a first-come, first-served basis.

(b) The buses run on nine different routes, covering nearly the entire city of Jaipur. Our primary goal is to offer a safe, comfortable, and efficient transportation facility for both students and staff. The routes are: -

<u>S/No.</u>	<u>Bus Routes and Stops</u>
(i)	VKI Road No 14, Govindpura Nadi ka Phatak, Hathoj Mod, 9 Dukan Chirayu Hospital, Sirsi
(ii)	Murlipura, Heerapura, Bhankrota, Ravan Gate, Panchyawala, Meenawala, Knata Pankha, Jhotwara, Dadi ka Phatak, V.K.I. Road No. 1 to 5. Alka Circle, Khirni Phatak, Laxmi Nagar
(iii)	Chitarkoot, Vidhyadhar Nagar, Amba Badi, Banipark, Railway Station, Vaishali Nagar, Khatipura, Vidhut Nagar, Shastri Nagar
(iv)	Nirman Nagar, Kishan Kanta, Gangajamna Petrol Pump, Gurjar ki Tadi, Shayam Nagar, Sodala, Chandpol, Hawa Sadak, Khole ke Hanuman ji, Government Hostel
(v)	Madhyam Marg, Agarwal Farm, S.F.S. Chauraha, Muhana Mandi Road, Ridhhi Sidhhi, Choti Chopad, Ajmeri Gate, Galta Gate, Chomu House, Patarkar Colony
(vi)	Raja Park, Jawahar Nagar Adarsh Nagar, Tilak Nagar, Birla Mandir, Gandhi Nagar, Bajaj Nagar, Jyoti Nagar, Mahesh Nagar, Mahaveer Nagar, Gopalpura, Transport Nagar
(vii)	Pratap Nagar, Sanganer, Durgapura, Maharani Farm, Japuriya Hospital, Jawahar Circal, MNIT College, OTS Churaha

(viii)	Gaurav Tawar, Malviya Nagar Sector Ito 4 & Sector Sto 15, Malviya Nagar Block A, B, C, D, Nandpuri Underpass, Kelgiri Road, Apex Circle, GSI Colony, 2-Pal, Model Town, Jagatpura Road
(ix)	Indira Gandhi Nagar, Jagatpura, Ram Nagariya, NRI, SKIT

(c) New stops within Jaipur may be added to the transportation service route if there is sufficient demand from faculty, staff, and students. The fees for these additional stops will be determined based on the distance and convenience.

(d) **Parking Areas.** Students are advised to park their vehicles in the designated areas outside the campus, on either side of the Gate No 1, in a disciplined manner.

(e) **Key Contact Person.** Mr. Mukesh Bhambhu, Transport In-charge (Mob No. 9079222178).

66. **Students' Mess.**

(a) The university features a spacious, on-campus Students' Mess with six dining spaces spread across two floors, accommodating over 7,000 meals daily. With a seating capacity of approximately 1,500, the Students' Mess serves students, faculty, and staff through multiple food counters. Fresh vegetarian meals and snacks are prepared daily, offering a variety of cuisines selected in consultation with the Students' Mess Committee.

(b) Additionally, the Mess plays a vital role in planning and catering food and beverage requirements for various on-campus events. The Students' Mess at VGU is committed to offering every diner a diverse, nutritious, and satisfying culinary experience.

(c) **Mess Timings.** The mess timings are as follows: -

<u>S/No.</u>	<u>Meal</u>	<u>Timings</u>
(i)	Breakfast	07:00 AM to 08:00 AM
(ii)	Lunch	11:20 AM to 01:50 PM
(iii)	Snacks	04:30 PM to 05:15 PM
(iv)	Dinner	07:30 PM to 09:00 PM

(d) **Key Contact Person.** Hon'y Capt Puran Singh (Retd.), Mess Manager (Mob No. 8432880459).

67. **Canteen and Cafes.**

(a) **Canteen.**

(i) The canteen is a popular spot for students to unwind and relax with friends while enjoying high-quality, delicious food. With a seating capacity of approximately 200, it offers a wide range of food options, including bakery items and fast food, all prepared to perfection and

served with great courtesy. The canteen operates daily, providing meals at nominal rates in a vibrant and welcoming atmosphere. The regular operating hours are from 7:30 AM to 10:30 PM. However, during exam days, it remains open until 12:00 AM.

(ii) **Key Contact Person.** Sh Pappu Yadav, Canteen In-charge (Mob No. 6350249730).

(b) **Lawrence Café.** This café offers a wide variety of starters, snacks, desserts, and beverages, making it a popular hangout spot for students. The menu features a diverse range of cuisines, including Italian, American, Mexican, Belgian, and South Indian specialties.

(c) **House of Feasters.** This multi-cuisine café offers a variety of fast food, combo meals, shakes, cold coffee, and main courses. The regular operating hours are from 10:00 AM to 10:00 PM.

(d) **Nescafe Campus Café.** The university features a well-equipped coffee café that offers a variety of freshly brewed beverages. It provides an ideal setting for casual interactions and refreshing breaks. With affordable, student-friendly pricing and a strong focus on hygiene, the coffee café ensures a pleasant and enjoyable experience. Open from morning until evening, it serves as a convenient space for students to relax and recharge.

68. **Gym and Fitness Facilities.** Maintaining good physical health is crucial for meeting academic demands effectively. At VGU, we recognize the importance of balance, and our students deserve the opportunity to recharge and stay fit. To support their well-being, we offer a state-of-the-art, 5,000 sq. ft. indoor gymnasium on campus, equipped with modern fitness facilities. The gym is open every morning and evening, ensuring students have the flexibility to prioritize their fitness at their convenience.

69. **Lost and Found Facilities.** The Lost and Found Desk is located at the reception on the ground floor of all three blocks - Academic, Technology, and Administrative - as well as in all hostels. Any unattended items found should be deposited at these desks. Owners can reclaim their belongings upon proper authentication. Valuable items are kept for 30 days, while non-valuable items are retained for 10 days.

70. **Cloakroom Facility.** A complimentary cloakroom facility is available for hostellers to securely store their personal belongings during semester breaks or vacations. Students can coordinate with the Hostel Warden to reserve space for a specified duration, ensuring the safety of their baggage.

71. **Mailroom.** The mailroom facility for receiving all mails, including couriers, is located at the reception desk on the ground floor of the Technology Block. The service is available from 8:30 AM to 5:00 PM on all working days. The university shall not be deemed responsible if any courier is not collected within 48 hours.

72. **Provision Store and Stationery Shop.** A provision store, offering general items, is open seven days a week from 07:30 AM to 6:00 PM. It also provides printing and photocopying services for a fee. In addition, a book and stationery shop is open on all weekdays.

73. **ATM Facility.** SBI ATM is available within campus near Gate No 2 for making any financial transactions.

Issues That Merit Attention

74. **General Code of Conduct.**

- (a) Students are expected to maintain discipline and decorum on campus.
- (b) Uphold honesty in all academic work. Avoid plagiarism, cheating, fabrication of data, or misrepresentation.
- (c) Follow guidelines for exams, assignments, and research.
- (d) Learn to coexist with students who hold diverse perspectives, opinions, and viewpoints. Cultivate greater resilience and tolerance for ambiguity.
- (e) Respect for faculty, staff, fellow students, and university property is mandatory.
- (f) Ragging, harassment, or discrimination of any kind is strictly prohibited.
- (g) Students should wear their ID cards at all times within the campus.
- (h) Use of mobile phones is restricted during lectures and in the library.
- (j) Smoking, consumption of alcohol, or use of narcotic substances is strictly banned.
- (k) Utilize official channels to report grievances or misconduct.
- (l) Use university emails and portals responsibly.
- (m) Maintain cleanliness in Students' Mess and avoid food wastage.
- (n) Ensure lights, fans, air conditioners, and other electrical appliances are switched off when you leave the teaching spaces.

75. **Do's and Don'ts.**

- (a) **Do's.**
 - (i) Carry your ID card at all times.

- (ii) Attend classes regularly and maintain at least 75% attendance.
 - (iii) Clear your 'Fee Dues' whenever notified, or as per stipulated due dates.
 - (iv) Maintain cleanliness and hygiene in classrooms, hostels, and canteens.
 - (v) Participate in academic and extracurricular activities.
 - (vi) Use university resources responsibly and ethically.
 - (vii) Take part in feedback mechanisms and university surveys to help improve services.
 - (viii) Cooperate with university authorities during inspections, drills, and campus events.
 - (ix) Keep emergency contact numbers saved in your mobile phone.
 - (x) Keep copies of important documents (ID, fee receipts, certificates) in safe storage.
 - (xi) Park vehicles in an orderly manner; violations may result in penalties.
- (b) **Don'ts.**
- (i) Do not indulge in ragging, harassment, or substance abuse.
 - (ii) Avoid misuse of university internet or IT resources.
 - (iii) Do not damage university property.
 - (iv) Avoid bringing unauthorized vehicles or guests on campus.
 - (v) Do not litter or deface walls, desks, or public spaces.
 - (vi) Avoid any kind of unfair means in assessments and examinations.
 - (vii) Do not tamper with fire safety equipment or emergency systems.

Campus Tele Directory

76. The Campus Tele Directory with contact numbers of Key Appointments is reflected at **Appendix J**.

DETAILS OF FACULTIES AND DEPARTMENTS

<u>S/No.</u>	<u>Faculty</u>	<u>Department</u>
1.	Faculty of Agriculture	Department of Agriculture
		Department of Agri-Business Management
2.	Faculty of Physiotherapy and Occupational Therapy	Department of Physiotherapy and Occupational Therapy
3.	Faculty of Paramedical Sciences	Department of Paramedical Sciences
4.	Faculty of Architecture & Planning	Department of Architecture
5.	Faculty of Basic & Applied Sciences	Department of Sciences
		Department of Forensic Science
6.	Faculty of Computer Science & Applications	Department of Computer Science and Applications
7.	Faculty of Design	Department of Design
8.	Faculty of Engineering and Technology	Department of Computer Science and Engineering
		Department of Mechanical Engineering
		Department of Civil Engineering
		Department of Electrical Engineering
9.	Faculty of Hospitality	Department of Hotel Management
10.	Faculty of Humanities and Social Sciences	Department of Development Studies
11.	Faculty of International Trade and Commerce	Department of Commerce
12.	Faculty of Journalism, Mass Communication and Media	Department of Journalism & Mass Communication
13.	Faculty of Law	Department of Law
14.	Faculty of Management	Department of Management Studies
15.	Faculty of Pharmaceutical Science & Nursing	Department of Pharmacy

DEPARTMENTAL DIRECTORY

<u>S/No.</u>	<u>Department/Lab/CPL</u>	<u>Floor</u>
	<u>Academic Block</u>	
(a)	Architecture & Planning	Lower Ground
(b)	Design	Lower Ground
(c)	Journalism and Mass Communication (JMC)	Ground
(d)	Sciences	Ground
(e)	CSA (CPLs Only)	First
(f)	Agriculture (Labs Only)	First/Second
(g)	Law including Moot Court	First/Second
(h)	International Trade & Commerce	Second
(i)	Management Studies	Second/Third
(j)	NIAT and Sunstone (B.Tech.)	Fourth
	<u>Administrative Block</u>	
(k)	Music/Dance/Theatre Lab	Lower Ground
(l)	Computer Centre (05 CPLs)	Lower Ground
(m)	Centre for Distance and Online Education (CDOE)	First
(n)	Agriculture	First
(o)	Agri-Business Management (ABM)	First
(p)	Computer Science and Applications (CSA)	Second/Third/Fourth
(q)	Development Studies	Third
	<u>Technology Block</u>	
(r)	Mechanical Engineering	Lower Ground
(s)	Electrical Engineering	Lower Ground
(t)	Civil Engineering	Lower Ground
(u)	B.Tech First Year	Lower Ground/First
(v)	Physiotherapy and Occupational Therapy	First
(w)	Computer Science and Engineering (CSE)	Second
(x)	Hotel Management	Third
(y)	Paramedical Sciences	Third
(z)	Pharmacy	Fourth
(aa)	Forensic Science	Fourth

OFFICE DIRECTORY

<u>S/No.</u>	<u>Offices/Centres/Cells/Others</u>	<u>Floor</u>
	<u>Academic Block</u>	
(a)	Atal Community Innovation Centre (ACIC)	Lower Ground
(b)	Institution's Innovation Council (IIC)	Lower Ground
(c)	Registrar's Office	Ground
(d)	Students' Cell	Ground
(e)	Research & Development (R&D) Cell	Ground
(f)	Provost's Office	Ground
(g)	Proctor's Office	Ground
(h)	Dean, Student Welfare	Ground
(i)	Sports Manager	Ground
(j)	Student Activity Room	Ground
(k)	Board Room	Ground
(l)	SIDBI Swavalamban Chair	Ground
(m)	AIU-VGU Academic and Administrative Development Centre (AIU-VGU-AADC)	Ground
(n)	Legal Aid Clinic	Ground
(o)	HR Cell	Ground
(p)	Examination Cell	First
(q)	Admin Manager, IT	First
(r)	CPLs	First
(s)	Seminar Hall	First
(t)	Central Library	First/Second
	<u>Administrative Block</u>	
(u)	Admission Cell	Ground
(v)	CTO	Ground
(w)	Head, Education Technology	Ground
(x)	Social Outreach Cell (SOC)	Ground
(y)	Monitoring Cell	Ground
(z)	Board Room	Ground
(aa)	Seminar Hall	Fourth
	<u>Technology Block</u>	
(ab)	Central Store	Lower Ground
(ac)	Uniform Store	Lower Ground
(ad)	Accounts Section	Ground
(ae)	Training & Placement (T&P) Cell	Ground
(af)	Institute Industry Interface Cell (IIIC)	Ground
(ag)	Board Room	Ground
(ah)	Head Procurement	Ground
(ai)	Head Security/Students' Mess/Hostels	Ground
(aj)	Head Maintenance & Infrastructure	Ground
(ak)	Library	Ground
(al)	IQAC	First
(am)	Auditorium	Second
(an)	Seminar Hall	Second

ACADEMIC REGULATIONS 3.0
(Implementation of NEP 2020)

1. Short Title and Commencement.

- 1.1 These Regulations shall be called the “Academic Regulations of Vivekananda Global University, Jaipur Version 3.0”, hereafter referred to as Regulations. These embodies regulations relating to the various Certificates/Diplomas/ Degrees/Programmes, offered in different Faculties of Vivekananda Global University, Jaipur.
- 1.2 They shall come into force with effect from the Academic Year 2023-24.
- 1.3 Notwithstanding anything to the contrary, all actions taken, decisions made, rights, and liabilities shall be deemed to be saved, valid, and binding on the University.

2. Definitions. In these regulations unless the context otherwise required

- 2.1 **Act:** The Vivekananda Global University, Jaipur Act 2012 (Act No. 11/2012) read in conjunction with Act No. 25/2013.
- 2.2 **University:** The Vivekananda Global University, Jaipur (VGU).
- 2.3 **Discipline:** The Faculty/Discipline in which the University offers educational programmes are as specified in Schedule II of the Vivekananda Global University, Jaipur Act 2012 and other disciplines approved by the State Government u/s 4 of the Act from time to time.
- 2.4 **Academic Year:** Every academic year shall be divided into two regular semesters known as the Odd Semester and the Even Semester, or as per the regulatory body norms.
- 2.5 **Semester:** Each semester will consist of over 16 weeks of academic work, equivalent to 90 teaching days. The Odd Semester may generally be scheduled from July to December and the Even Semester from January to May.
- 2.6 **Student:** A person admitted to and pursuing a specified course/programme of study in the University.

- 2.7 **Summer Term:** Normally consists of eight weeks, provides for a special accelerated pace and requires that the number of courses in which any student is permitted to register cannot be more than three (subject to availability), provided that the total number of units is not more than 10 unless the semester wise pattern differs.
- 2.8 **Programme:** The Academic Programme offered by the University leading to the award of a Degree/Diploma/Certificate, as per the condition so prescribed for each programme conducted on the campus or conducted in Online/ODL/Hybrid Mode.
- 2.9 **Twinning Programme:** “Twinning Programme” shall be a collaborative arrangement whereby students enrolled with the University may undertake the programme of study partly at VGU, complying with relevant UGC Regulations, and partly in other Higher Educational Institution. The degree offered under such twinning programmes shall be awarded by the University only. Under twinning programme, credits earned by the students at other Higher Educational Institution shall be counted towards the degree awarded by the University. However, credits earned by the student from the other Higher Educational Institution shall not exceed 30 per cent of the total credits for the programme.
- 2.10 **Joint Degree Programme:** For a “Joint Degree Programme”, the curriculum shall be designed jointly by the University and other collaborating Higher Educational Institution and, upon completion of the programme, the Degree shall be awarded by the University and other collaborating Higher Educational Institution with a single Certificate.
- 2.11 **Dual Degree Programme:** “Dual Degree Programme” shall be a programme jointly designed and offered by the University and other Higher Educational Institution in the same disciplines/subject areas and at the same level. The degrees for such programme shall be conferred by the University and other Higher Educational Institution, separately and simultaneously, upon completion of degree requirements of both the institutions. This shall not in any way be construed as two degree programmes in separate disciplines/subject areas and/or levels being pursued simultaneously. Prospective students must meet the admission requirements of the University and other Higher Educational Institution, and shall apply to and be admitted separately to both the institutions.
- 2.12 **Major Discipline:** The discipline or subject chosen for an in-depth study in which the student wants to get a degree; the student needs to secure the prescribed number of credits viz. at least 50% of total credits through core courses in the major discipline.
- 2.13 **Minor Discipline:** This is a secondary discipline or area of specialization chosen to pursue along with a major discipline to expand one’s knowledge beyond the major discipline.

- 2.14 **Course:** Usually referred to as 'papers' is a component of a programme. All courses need not carry the same weight. The courses should define learning objectives and learning outcomes. A course may be designed comprising of lectures/tutorials/laboratory work/field work/project work/vocational training/viva/seminars/term papers/assignments/presentations/self-study/studio/case study/internship/apprenticeship/community engagement and service or a combination of some of these.
- 2.15 **Audit Course:** It is a unit of instruction or segment of a subject matter under any discipline carrying a satisfactory (S) or not satisfactory (X) grade in the final result. Audit Courses do not carry any credit.
- 2.16 **Programme-Specific Core Courses (PSCC):** These are the courses to be compulsorily studied by a student as a core requirement to complete the requirements of a programme in a said discipline of study. Students shall be allowed to change major course within the broad discipline at the end of the second semester.
- 2.17 **Programme-Specific Elective Courses (PSEC):** These are the courses offered under the core discipline of study from which a student can choose and study as part of the requirement to complete the programme in the said discipline of study.
- 2.18 **Open Elective Courses (OEC):** An elective course chosen from any other discipline/subject (PSCC/PSEC), with an intention to seek exposure beyond the core course/discipline. The student can select OEC from the given basket of OECs in a semester.
- 2.19 **Ability Enhancement Courses (AEC):** These are the generic skill courses of basic nature which are needed to ensure progression across all careers. These courses shall be chosen from a pool of courses based on various languages.
- 2.20 **Skill Enhancement Courses (SEC):** These courses are designed to nurture a student to enhance his/her employability/professional skills. These courses shall be chosen from a pool of courses designed to provide skill-based knowledge viz, practical skills/hands-on training/fieldwork/soft skills, etc.
- 2.21 **Value Added Courses (VAC):** These courses shall be chosen from a pool of courses designed to provide value-based knowledge viz, Understanding India/Environmental Education/Digital & Technological Solutions/Health & Wellness Education, etc.
- 2.22 **Dissertation/Research Project:** A course designed to acquire independent research skills for testing a question or proposition chosen by a student leading to special/advanced knowledge; such as supplement/support study to project work. The candidate shall study such a course on his/her own, with advisory support of a mentor/faculty member.

- 2.23 **Transdisciplinary Project:** It is a mandatory credit course for all under graduate students, operating in groups, involving students of more than two disciplines to create a holistic approach to complex problem-solving.
- 2.24 **Internship:** A course requiring students to participate in a professional activity or work experience, or cooperative education activity with an entity external to the University, normally under the supervision of an expert of the given external entity viz. working with local industry, government or private organizations, business organizations, artists, crafts persons, and similar entities to provide opportunities for students to actively engage in on-site experiential learning.
- 2.25 **Practice School:** An eight weeks internship/work-based vocational training carried out during the summer term, especially by students who wish to exit after Semester II or IV of the programme.
- 2.26 **Massive Open Online Courses (MOOC):** Online courses that allow students unrestricted access and participation in any course from the lists of MOOCs.
- 2.27 **Credit:** A unit by which the course work is measured. It determines the number of hours of instruction required per week in a semester. One credit is equivalent to one hour of lecture, studio or tutorial or two hours of practical work/field work per week in a semester. For self-learning, based on e-content or otherwise, the credit weightage for equivalent hours of study should be 50% or less of that for lectures/workshops. It will generally be equal to 13-15 hours of instruction in a semester.
- 2.28 **Academic Bank of Credits (ABC):** A national-level facility to promote the flexibility of the curriculum framework and interdisciplinary/multidisciplinary academic mobility of students across the Higher Education Institutions in the country with an appropriate "credit transfer" mechanism.
- 2.29 **Letter Grade:** It is an index of the performance of students in a said course. Grades are denoted by O (Outstanding), A+ (Excellent), A (Very Good), B+ (Good), B (Above Average), C (Average), E (Exposed), and I (Incomplete), W (Withdrawal), GA (Grade Awaited), S (Satisfactory), and X (Non-Satisfactory).
- 2.30 **Grade Point:** It is a numerical weight allotted to each letter grade on a 10-point scale.
- 2.31 **Credit Point:** It is the product of grade points and the number of credits for a course.
- 2.32 **Choice-Based Credit System (CBCS):** It provides options to students to select courses from the prescribed courses (core, open elective, discipline elective, ability and skill enhancement, language, soft skill courses, etc.).
- 2.33 **Credit-Based Semester System (CBSS):** Under the CBSS, the requirement for awarding a Degree/Diploma/Certificate is prescribed in terms of the number of credits to be earned.

- 2.34 **Semester Grade Point Average (SGPA):** It is a measure of the performance of work done in a semester. It is the ratio of total credit points secured by a student in various courses registered in a semester and the full course credits taken during that semester. It shall be expressed up to two decimal places.
- 2.35 **Cumulative Grade Point Average (CGPA):** It measures the overall cumulative performance of a student over all the semesters of a programme. The CGPA is the ratio of total credit points secured by a student in various courses in all the semesters and the sum of the total credits of all courses in all the semesters. It is expressed up to two decimal places.
- 2.36 **Transcript or Grade Card or Certificate:** Based on the grades earned, a grade card shall be issued to all the registered students after every semester. The grade card will display the course details (code, title, number of credits, grade secured).
- 2.37 **Last Date:** Normally the last date for any purpose shall be the date as declared to be so. However, in the event of the declared last date turning out to be a nonworking day for any unforeseen reason, the immediate next working day shall be treated as the last date.
- 2.38 **Provision of Guidelines and Forms:** In order to specify modalities of implementing these Regulations, a set of guidelines and forms shall be formulated specifying the relevant clause of the Regulations. The set of guidelines and forms shall be a part of these Regulations.
3. **Programmes Offered (Ph.D. / P.G. / U.G. Degrees / Diploma / Certificate).**
Programmes offered will be as notified by the University from time to time.
4. **Duration and Eligibility of the Programme.**
- 4.1 With multiple entry and exit options, the maximum prescribed duration of a UG Degree, PG Degree, and Ph.D. Degree is 7 years, 4 years, and 6 years respectively. However, for Ph.D. programme, an additional extension of 2 years can be given by the President through a process of re-registration, with a stipulation that the total period for completion shall not exceed 8 years from the date of admission in the Ph.D. programme. For female Ph.D. scholars and Persons with Disabilities (having more than 40% disability), an additional relaxation of 2 years may be allowed by the President, provided that the total period for completion shall not exceed 10 years in such cases.
- 4.2 The details of qualification, programme duration and minimum credit requirement for multiple entry and exit are tabulated below: -

Table-1: Nomenclature and Duration of Programme (Multiple Entry & Exit)

<u>Type of Qualification</u>	<u>Qualification Title/Nomenclature and Programme Duration</u>	<u>Minimum Credit Requirement</u>
Undergraduate Certificate	<ul style="list-style-type: none"> Undergraduate Certificate (Field of Study/Discipline). Programme Duration: First year (First two semesters) of the undergraduate programme, followed by an exit 4-credit Skills-Enhancement Course(s).	40 4
Undergraduate Diploma	<ul style="list-style-type: none"> Undergraduate Diploma (Field of Study/Discipline). Programme Duration: First two years (First four semesters) of the undergraduate programme, followed by an exit 4-credit Skills-Enhancement Course(s).	80 4
Bachelor's Degree	<ul style="list-style-type: none"> Bachelor of (Field of Study/Discipline) the undergraduate programme Examples: Bachelor of Arts (B.A.), Bachelor of Science (B.Sc.), Bachelor of Commerce (B.Com.), Bachelor of Vocation (B. Voc.), Bachelor of Business Administration (BBA) Programme Duration: Three years (Six semesters).	120
Bachelor's Degree (Honours/ Honours with Research)	<ul style="list-style-type: none"> Bachelor of (Field of Study/Discipline) (Honours/Honours with Research). Bachelor of Technology (B.Tech.). Programme Duration: Four years (Eight semesters). <ul style="list-style-type: none"> Bachelor of Architecture (B.Arch.). Programme Duration: Five years (Ten semesters). <ul style="list-style-type: none"> Bachelor of Pharmacy (B.Pharm). Programme Duration: Four years (Eight semesters).	160
PG Program - Master's Degree	<ul style="list-style-type: none"> Master of (Field of Study/Discipline). Programme Duration: Two years (Four semesters) for those who have obtained a 3 year/6-semester Bachelor's Degree, or successfully completed a 4-year Bachelor's Degree (e.g. B.E., B.Tech., etc.).	80
	<ul style="list-style-type: none"> Master of (Field of Study/Discipline) Programme Duration: One year (Two semesters) in the case of those who have obtained a 4-year/8-semester Bachelor's (Honours/Honours with Research) Degree.	40

Doctoral Degree	• Doctor of Philosophy (Ph.D.)	46
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Note: Eligibility and minimum entry-level qualifications will be as per UGC and respective regulator.

- 4.3 The details of NSQF level, minimum skill component credit requirements, minimum general education credit requirements, and programme duration of Vocational Programmes are tabulated below: -

Table-2 : Credit Scheme for Vocational Programmes

<u>NSQF Level</u>	<u>Skill Component Credits</u>	<u>General Education Credits</u>	<u>Normal Calendar Duration</u>	<u>Exit Points/ Awards</u>
Year 1	36	24	Two Semesters	Diploma
Year 2	36	24	Four Semesters	Advanced Diploma
Year 3	36	24	Six Semesters	B.Voc.
Total	108	72		

- 4.4 The minimum duration and essential qualification for admission to various programmes governed by regulatory bodies, will be in accordance with the respective regulatory body's guidelines. The eligibility criteria for new programmes introduced later will be notified by the University.
- 4.5 The students shall be required to earn at least 50 % of the credits from the University to get a Degree or Diploma or Certificate. Furthermore, the student shall be required to earn the required number of credits in the core subject area necessary for the award of the Degree or Diploma or Certificate, as specified by the University.
- 4.6 Students who successfully complete their Bachelor's Degree with honours, with suitable grades, either by Research or with courses along with a research project, are eligible to enter the 'Doctoral (Ph.D.) Programme' in a relevant discipline or to enter the 'Two Semester Master's Degree Programme'.
- 4.7 Students who wish to complete the undergraduate programme faster may earn the required number of credits and fulfil all other requirements in N-1 semesters (where N is the number of semesters required for an undergraduate programme). This facility is available for undergraduate programmes with a minimum duration of three years or six semesters. For example, a student may obtain his/her Six Semesters Bachelor's Degree after completing five semesters of that programme, provided he/she has earned the required/prescribed number of credits and fulfils all other requirements for the award of a Bachelor's Degree. Likewise, a student may obtain his/her Eight Semesters Bachelor's Degree with

honours after successfully completing seven semesters of that programme, provided he/she has earned the required number of credits along with the fulfilment of other requirements for the award of a Bachelor's Degree with Honours.

- 4.8 Similarly, students may complete both the undergraduate and the postgraduate programmes on a slow track in the maximum time period allowed for the programme concerned.

5. **Admission Process.**

- 5.1 Admission to various courses/programmes offered by the University will be conducted in the odd/even semester/first year of each academic year, and solely based on merit in accordance with Section 32 of the Act. University will admit students not only for programmes but also for subjects or courses.

- 5.2 Merit will be determined either on the basis of marks or grades in the qualifying examination, and also achievements in co-curricular and extra-curricular activities; or on the basis of marks or grades obtained at the entrance examination conducted at the National or State level by Government Agency/Association of Universities/VGU.

- 5.3 University will reserve seats for students belonging to Scheduled Castes, Scheduled Tribes, EWS, Other Backward Classes, Physically Challenged candidates and other categories as per the policy of the Rajasthan State Government applicable to private universities.

- 5.4 Admissions will be provided in Semesters III, V or VII of the programmes, as per the Multiple Entry and Exit Policy of the UGC, or as per norms of the respective regulatory bodies.

5.5 **Types of Entries.**

(a) **Multiple Entry for Undergraduate Programmes:**

- (i) **After Completion of 1st Year:** The students will be allowed admission in the 2nd Year of the programme within three years and has to complete the degree programme within the maximum period of seven years.
- (ii) **After Completion of 2nd Year:** The students will be allowed admission in the 3rd Year of the programme within three years and has to complete the degree programme within the maximum period of seven years.
- (iii) **After Completion of 3rd Year:** The students will be allowed admission in the 4th Year of the Degree (Honours/Research)

programme within three years and has to complete the degree programme within the maximum period of seven years; provided that the student has passed the relevant three-year Bachelor's Degree with a minimum of 75% marks or equivalent CGPA. This condition of minimum percentage is not applicable to professional programmes of 4 and 5 years duration.

(b) **Lateral Entry in 2nd Year:**

- (i) Lateral entry is permitted in B.Tech. to the students who have completed a recognized 3-year Diploma in Engineering or Technology or B.Voc. or B.Sc. with Physics and Mathematics.
- (ii) Lateral entry is permitted in B.Pharm. to the students who have completed a 2-year Diploma in Pharmacy (D.Pharm.) from a recognized institution or university.
- (iii) Lateral entry is permitted in MCA to the students who have earned a Bachelor of Computer Application (BCA), Bachelor of Science in Information Technology (BSc IT), or Bachelor of Science in Computer Science (BSc CS) Degree with a minimum of 50% marks or equivalent CGPA. Candidates, who earned a BSc IT or BSc CS must have taken Mathematics, as one of their subjects in the 12th Grade.
- (iv) Lateral entry is permitted in B.Des. to students who have completed a 3 or 4-year Diploma recognized by AICTE/AIU/UGC or a State Board of Technical Education. Students who have completed 2-year regular UG Diploma Programme at NIFT after passing the Senior Secondary Examination/12th Standard can also apply for lateral admission.
- (v) Lateral entry is permitted in BHMCT who have passed 1-year Diploma in Hotel Management and completed 6 months internship in Hotels.
- (vi) Further, lateral entry shall be allowed in the other programmes as per the provisions of regulations of regulatory bodies.

- (c) **Transfer Entry:** Students from other universities can seek admission in the odd semester of the respective programme, subject to the recommendation of the Equivalence Committee formed at the department level to assess and determine the equivalence of their qualification and courses.

5.6 Academic Credits earned by students in equivalent courses undertaken in another institution as identified by the Equivalence Committee may be used towards courses of a particular degree offered by VGU.

5.7 Admission to Foreign Nationals, PIO, OCI and Non-Resident Indian Students:

- (a) Admission will be offered to Foreign Nationals, PIO, OCI and Non-Resident Indian students based on the equivalence of entry qualification held by them as per the UGC Regulations.
- (b) Provision of 25% supernumerary seats for international students, over and above, of their total sanctioned enrolment for Undergraduate and Postgraduate Programmes will be made by the Board of Management on the recommendation of Academic Council.
- (c) 25% of the supernumerary seats for international students will not include the international students under exchange programmes or/and through Memorandum of Understanding (MOU) with other institutions or with Government of India and other countries.
- (d) The supernumerary seats shall be exclusively meant for the international students both in the Undergraduate and Postgraduate Programmes. The vacant seats under the supernumerary category, shall not be allocated to anyone other than an international student. International students in this context shall be defined as the one who shall possess a foreign passport.

5.8 Student Exchange Program shall be allowed as per the corresponding MOU entered into with the other Academic Institution as per UGC/Government/ respective Regulatory Bodies Norms.

5.9 The University reserves the right to revoke the admission of any student at any point during his/her studies based on unsatisfactory academic performance, indiscipline, misconduct, concealment of facts, possession of fake degree, or having obtained the qualifying examination from a non-recognized/unapproved Board/University.

5.10 The decision of the Academic Council will be final in all matters related to admission.

5.11 **Withdrawal:** Withdrawal from a program can indeed be categorized as “voluntary” or “involuntary”. In both cases, students are required to comply with the “no dues” formalities of the University.

- (a) **Voluntary Withdrawal:** In the case of voluntary withdrawal, when a student decides to withdraw from the programme on their own accord, they shall be responsible for completing the necessary procedures and fulfilling any outstanding obligations with the University. This includes clearing any pending dues, returning university assets, settling financial obligations, and completing any required paperwork or formalities specified by the University.

- (b) **Involuntary Withdrawal:** In the case of involuntary withdrawal, where a student is required to withdraw from the programme due to certain circumstances or reasons determined by the University or relevant authorities, the same procedure as required for voluntary withdrawal is to be followed.
- (c) The Registrar or Deputy Registrar, Student Cell can provide further guidance and assistance regarding the specific procedures involved in clearing the dues and fulfilling any outstanding obligations before the withdrawal from the programme is considered complete.

6. **Provision and Guidelines for Pursuing Two Degrees Simultaneously.**

- 6.1 Students can pursue, twinning degree, joint degree, dual degree and two academic programmes simultaneously, as per the UGC regulations.
- 6.2 Following additional guidelines will be applicable for pursuing two programmes simultaneously: -
 - (a) A student shall be able to pursue two undergraduate programmes, two diploma programmes, two postgraduate programmes or one PG programme and one undergraduate programme without violating eligibility conditions for admissions to these programmes. They may also pursue any of the P.G. Diploma programmes.
 - (b) A student can pursue two full-time academic programmes in physical mode provided that in such cases, class timings of one programme do not overlap with the class timings of the other programme.
 - (c) It is the responsibility of the student who is pursuing two academic programmes simultaneously to maintain minimum attendance (75%) for each programme as stipulated in the respective regulations.
 - (d) A student can pursue two academic programmes, one in full-time physical mode and another in Open and Distance Learning (ODL)/Online Mode; or two ODL/Online programmes simultaneously.
 - (e) The University shall conduct the examinations in such a manner that is not detrimental to the interest of the students opting for two academic programmes simultaneously.
 - (f) To facilitate the students to opt for two full-time academic programmes simultaneously in physical mode; the University shall ensure the provision of corresponding facilities.

- 6.3 Degree or Diploma programmes under these guidelines shall be governed by the regulations notified by the UGC and also the respective Statutory/ Professional Councils, wherever applicable.
- 6.4 These above guidelines shall be applicable only to those students pursuing academic programmes other than Ph.D. programmes.

7. Academics.

7.1 Course Registration:

- (a) The CBCS provides choice for students to select courses from the prescribed courses (core, open elective, discipline elective, AEC, SEC, VAC, TDP, and soft skill courses) as per the teaching & evaluation scheme approved by the respective Board of Studies and Academic Council of the University.
- (b) Students are required to register for the courses of their choice at the beginning of every semester.
- (c) The number of credit units offered in a semester shall range between 20-30.

7.2 Academic Programme:

- (a) An academic programme shall comprise of a set of courses. Completion of the set of courses, prescribed in an academic programme, by a student shall lead to the award of a Degree/Diploma/Certificate to the student concerned.
- (b) The academic programme shall have multiple exit options at the end of Semesters II (1st Academic Year), IV (2nd Academic Year) or VI (3rd Academic Year) corresponding to the award of a Certificate, Diploma and Degree respectively.
- (c) The student availing exit option can re-enter the programme at the beginning of any academic year (odd semester) to complete the degree with the prevailing syllabus prescribed by the VGU.
- (d) The seats for re-entering students would be supernumerary and shall not exceed 10% of the sanctioned intake of the programme.
- (e) Due to the above clause, if the number of candidates seeking re-entry is more than the seats available then admission for the re-entering candidates shall be on the basis of merit of their CGPA.

- (f) The student shall be awarded Bachelor's Degree (Honours) or Bachelor's Degree (Honours with Research) on successful completion of Semesters VIII (4th Academic Year) or X (5th Academic Year) of the Undergraduate Programme depending on the duration of the programme.
- (g) **Programme Structure:** The structure of the UG & PG Programme shall be as per the syllabus of the programme approved by the Board of Studies and Academic Council of the University.
- (h) The programme structure shall comprise of about 50% Programme Specific Core Courses (**PSCC**) and 20% Programme Specific Elective Courses (**PSEC**) as Major Courses. The remaining 30% shall be for Open Elective Courses, Multidisciplinary Specific Courses, Ability Enhancement Courses (AEC), Skill Enhancement Courses (SEC), Value-Added Courses (VAC), etc.
- (i) **Medium of Instructions:** The medium of instruction and writing of examination shall be English for all the academic programmes at all levels, offered by the University. But in the case of language subjects, the medium of instruction and examination shall be in the respective languages.
- (j) Irrespective of the medium of instruction, the writing of the examination is allowed in Hindi also.

8. **Academic Bank of Credit.**

- 8.1 It is mandatory for each student to provide ABC ID to the Deputy Registrar, Student Cell, so that their examination results can be uploaded on the ABC portal by the Controller of Examination.
- 8.2 There shall be a Credit Transfer Committee which will decide about the use of accumulated credits of a student in ABC. The Committee will also look into various aspects of ABC for maximum use of ABC Portal.
- 8.3 The ABC allows for credit redemption by commuting the accrued credits in the Academic Bank Account maintained at the ABC Portal to fulfil the credit requirements for awarding a certificate/diploma/degree by the University. Upon awarding a certificate, diploma or degree, all the credits earned till then, in respect of that Certificate or Degree, shall be debited and deleted from the account concerned provided the students have earned at least 50% of the credits from the University.
- 8.4 The validity of credits earned will be for a maximum period of seven years or as specified by the UGC. The procedure for depositing credits earned, their shelf life and the redemption of credits would be as per UGC (Establishment and

Operationalization of Academic Bank of Credits (ABC) Scheme in Higher Education) Regulations, 2021.

- 8.5 There shall be an Academic Bank of Credits - Grievance Redressal Mechanism at the level of the University to address the grievances/appeals of students.

9. **MOOC.**

- 9.1 A student will have the option to earn up to 40% of the total credits offered in a particular programme in a semester through quality-assured MOOC programmes offered on the SWAYAM portal or any other online educational platform approved by the UGC/Regulatory Body/University from time to time.
- 9.2 The details of MOOC offered in a particular semester needs to be approved by the BOS/Academic Council.
- 9.3 The method of assessing MOOC offered on SWAYAM/NPTEL, such as assignments and examinations, is solely determined by the MOOC provider, and no examination will be conducted by the Department or the University.
- 9.4 If a student is unable to register, attend, clear, or pass the MOOC within the stipulated time, they will have the option to register for the MOOC again in the next semester (odd or even), or they can register the equivalent course of the University.
- 9.5 If the result of MOOC is declared after the result declaration of the University, then its result will be declared with a grade "GA" (Grade Awaited) in that course.
- 9.6 Regarding equivalent credit and contact hours/weeks of the MOOC, it is not mandatory that the credit of any MOOC exactly aligns with the credit of the course offered by the University. However, it is suggested to choose an equivalent credit MOOC that aligns with the existing course content of the VGU scheme to ensure maximum learning for the students from that particular MOOC.

10. **Registration.**

- 10.1 At the beginning of every semester each student has to go through the registration process for the semester. No student is permitted to attend classes, without completing the appropriate registration procedure.
- 10.2 It is mandatory for a student of any programme to register every semester for courses that he/she is going to study, by selection of required courses viz, core, elective, major, minor, AEC, SEC, VAC, etc as per scheme of the programme in the prescribed form.

- 10.3 Only those students shall be allowed to register for the courses who have: -
- (a) Cleared all dues up to the previous semesters, and paid the prescribed fee for the current semester.
 - (b) Not been debarred from registration on disciplinary grounds.
 - (c) Satisfied academic and minimum credit requirements of the previous semesters for promotion as per norms of the University/respective Regulatory Bodies/Govt.
- 10.4 Registration for the courses will take place as per the Academic Calendar.
- 10.5 **Late Registration:** Late registration may be permitted only on valid reasons, with the approval of the President, and on payment of a late registration fee as specified by the University.
- 10.6 If a student who is eligible/permitted to register, fails to register for courses in any semester, without prior permission of semester break, his/her studentship with the University is liable for cancellation.
- 10.7 The list of courses offered in each programme will be announced prior to registration. Depending on academic and non-academic resources available to each programme, courses offered may vary.
- 10.8 Students will get a chance to make their own plan of study by choosing the pace with which they want to study (fast/slow). Since a slot-wise timetable is adopted, students can choose their slots from the multiple slots offered for the same course.
- 10.9 A student who is duly registered in the semester and has been permitted, after registration, to withdraw from the semester or has been given prior permission to stay away from the University for the semester or has been asked to stay away is considered to be on the rolls of the University for that semester. He/she must seek prior permission from the Dean to drop the semester. If such permission has not been requested or after the request the permission has been denied, his name would be struck off the rolls.
- 10.10 Dean of concerned faculty may direct a student to stay away from the University for a semester or more when the authority is satisfied that by doing so the student will improve his overall progress, performance and conduct, after he/she returns back to the University.
- 10.11 When a student who has been permitted to stay away from the University for a semester or more joins back, his subsequent programme would be normally governed by the current academic structure and regulations. He cannot, ipso facto, claim to be governed by his earlier academic structure and regulations, if in the meantime, these have changed.

- 10.12 When a student fails to register in a semester without any prior permission to stay away, his name would be struck off the rolls.
- 10.13 Students who discontinued from the programme in a semester on medical grounds without any prior permission to stay away, if appeared in the immediately preceding semester examination, shall be permitted to register in the next semester on the production of a medical certificate issued by a competent government authority.
- 10.14 Student who fails to register in a semester due to any other reason without intimation to the University, if appeared in the immediately preceding semester examination, if any, shall have to apply for registration in the next semester. Such a case shall be decided by the President on a case-to-case basis depending upon the genuineness of the case. However, the student has to complete the programme within the maximum limit of the programme duration.
- 10.15 Student whose name has been struck off the rolls may be allowed to regularise the studentship by the President on a case-to-case basis depending upon the genuineness of the case and payment of the prescribed fee.
- 10.16 **Revision of Registration:**
- (a) The registration of a student in a course or complete set of courses in a semester can be revised by the Registrar when he/she is found guilty in a case of unfair means, breach of discipline, etc., or when he/she persistently and deliberately does not pay off his/her dues.
 - (b) A student can intimate for withdrawal from a course within one week of the declaration of mid-semester grades. In this case, he/she will get a "W" grade for the course.
- 10.17 **Registration for Incomplete Courses:** A course having an "I" grade will be considered as an incomplete course, and it can be cleared by registering for the course in the subsequent semester or registering for another equivalent course for the fulfilment of minimum and mandatory credit requirement for award of degree.

11. **Attendance & Leaves.**

- 11.1 These regulations require a minimum attendance of 75% in each course for a student to be eligible to appear in any test or examination of that course. The minimum attendance required by the newly admitted students will be calculated from their date of registration into the course (instead of 1st Instructional Day).
- 11.2 It is the student's responsibility to participate in prescribed quizzes, tests, and examinations, as well as to submit homework assignments in a proper and

timely manner. If a student misses any evaluation component, they should immediately approach the Instructor-in-Charge or concerned faculty member. The decision of the Instructor-in-Charge or faculty member regarding make-up options will be final, except for the Midterm Examination, for which the Dean has the authority.

- 11.3 The 25% allowance for absence from instructional hours in each course includes absences due to medical, casual, personal, official (e.g., for organizing events/seminars/conferences/annual fests etc), participation in extracurricular or cocurricular activities, and any other valid or otherwise justified reasons.
- 11.4 The University has implemented a comprehensive continuous internal evaluation system. Every student is responsible for regular attendance in classrooms and laboratories, as well as for participating in scheduled tests, examinations, and other assigned tasks in each course.
- 11.5 Students who fail to meet the minimum attendance criteria in a course will not be allowed to take the end-semester or annual examination component of the course. They will be considered "debarred from writing the exam" and will be awarded an "I" grade.
- 11.6 Students who are absent beyond 25% due to prolonged illness requiring hospitalization or a family mishap or any other valid reason (documentary proof to be submitted), may be allowed by the President to appear in the exams.

12. **Re-registration of Course for Grade Improvement.**

- 12.1 If the University facilities permit, a student who is still in the process of completing the requirements of a degree, may, at his/her discretion, re-register in a course for improving his/her grade, provided that he/she has to fulfil all the attendance requirements and has to appear in Continuous Internal Evaluation also.
- 12.2 This facility of re-registering in a course already cleared will automatically cease to be available to a student when he/she has completed the requirements of degree.

13. **Teaching and Evaluation.**

- 13.1 Every course is taught by a faculty member called Instructor-in-Charge/Faculty, with the assistance, wherever necessary, of the required number of instructors - who will be partners with him in meeting the full academic needs of teaching the course and evaluating the students. Wherever the Instructor-in-Charge/Faculty is mentioned in these regulations it connotes the team of instructors, acting as one entity under his/her captainship.

- 13.2 Within one week of the beginning of class work, the Instructor-in-Charge must announce to his/her class/section through a Course Handout containing the following information: -
- (a) The operations of the course (its pace, coverage and level of treatment, textbooks and other reading assignments, home tasks, etc.);
 - (b) Various components of evaluation, such as tutorials, laboratory exercises, home assignments, several quizzes/tests/examinations (announced or unannounced, open book or closed book), regularity or attendance, etc.;
 - (c) The frequency, duration, tentative schedule, relative weightage, etc. of these components;
 - (d) The broad policy which governs decisions about makeup;
 - (e) Evaluated answer books of the midterm exam are to be shown to the students.
 - (f) The grading procedure shall be in conformity with the procedure of relative grading (overall basis, review of borderline cases, the effect of class average, etc.).
 - (g) Other matters found desirable and relevant; and wherever applicable, the necessary information as indicated at Para 13.2 (a), (b), (c), (d), (e), and (f) above, shall be in conformity with the requirements of regulatory bodies and the same should be provided in the scheme and syllabus of the programme.
- 13.3 The different components of evaluation should be evenly spread out in the semester and would aim to draw out responses from the student in regard to various attributes like spontaneous recall, ability to apply known concepts, capacity to work on his own, competence in conceptualized arguments, ability to face unknown situations, etc.
- 13.4 At least one of the components of examination must be comprehensive enough to include the whole course and will be held in offline or online or hybrid mode at the end of the semester/year.
- 13.5 **Continuous Internal Evaluation (CIE):** The evaluation of students' performance in the course during the teaching-learning process shall be as follows: -
- (a) CIE shall be done by the Instructor-in-Charge/Faculty teaching the course and evaluation components may include tests, assignments, group discussion, quizzes, course-specific projects, field surveys, seminars, studio, etc. It will be conducted during the semester tenure with a weightage for different activities as specified by the University.

- (b) In case of annual schemes, three sessional examinations will be conducted and the best two will be considered for the preparation of the result.

13.6 Semester End Examinations (SEE): The examinations conducted by the University covering the entire syllabus of the course at the end of the semester. For this purpose, the syllabi shall be modularized, and SEE questions shall be set from each module/unit as specified by the University.

EVALUATION SCHEME

(Excluding Programmes Governed by Respective Regulatory Bodies)

<u>Evaluation Component</u>	<u>Weightage</u>	
	<u>Theory Courses</u>	<u>Practical/Studio/ Workshop Courses</u>
Continuous Internal Evaluation (CIE)	40% - 60%	40% - 60%
Semester End Evaluation (SSE)	40% - 60%	40% - 60%

In case of Online and ODL

<u>Evaluation Component</u>	<u>Weightage</u>
Continuous Internal Evaluation (CIE)	30%
Semester End Evaluation (SSE)	70%

In case of Annual Scheme (where absolute marking is given)

<u>Evaluation Component</u>	<u>Weightage</u>
Sessional	20%
Annual Examination	80%

13.7 Specific Notes:

- (a) CIE shall include a minimum of two Midterm Evaluations.
- (b) CIE has to be evaluated in 10 parts A1, A2,A8 including min. two Midterm Evaluations. One component out of A1-A8 must be a case study or project.
- (c) Midterm-2 will be an open book examination.

- (d) The criteria for evaluation (Rubric) may be developed by the faculty on their own or in consultation with Dean/HOD as per the general guidelines issued by the University.
 - (e) All components of evaluation shall be mapped with the course learning outcomes.
- 13.8 The tally shall be made on course-to-course basis at the end of the semester to determine which of the courses have been cleared. A course is deemed to have been cleared if the student obtains the minimum qualifying grade in the course. However, mere clearing of the prescribed courses on a course-to-course basis is not tantamount to fulfilling the requirements of graduation.
- 13.9 The Instructor-in-Charge is also responsible for maintaining the complete record of each student's attendance, performance in different components of evaluation, section/class average, mid-semester grading, copies of question papers and any record of evaluation which were not returned to the students.
- 13.10 The Instructor-in-Charge is also required to submit, a requisite number of copies of all question papers and all hand-outs given to the students, to the Dy. Registrar (Exams) for maintaining permanent record in the University. If scrutiny or statistical analysis becomes necessary, the above records and any other pertinent information should be made available by the Instructor-in-Charge of the course.

14. **Grades & Grade Points.**

- 14.1 At the end of the semester, every student is assigned a "Letter Grade" based on his/her performance over the semester in all courses for which he/she had registered.
- 14.2 In the case of the annual scheme, absolute marking is given, and there is no grading system. The result will be declared as "Pass"/"Fail". The minimum passing percentage in each course for Diploma is 40% and UG/PG is 50%.
- 14.3 The letter grade and grade point indicate the results of the quantitative and qualitative assessment of the student's performance in a course.
- 14.4 There are seven letter grades viz, **O, A+, A, B+, B, C**, and **E**, which have grade points with values distributed on a 10-point scale as given in the following table. In addition to these, the letters **I, W**, and **GA** are used in grade cards, which stand for Incomplete, Withdrawal, and Grade Awaited respectively. The grades for Audit Course shall be **S** (Satisfactory) or **X** (Not Satisfactory).

<u>GRADE POINTS</u>												
Grade	O	A+	A	B+	B	C	E	I	W	GA	S	X

Grade Point	10	9	8	7	6	5	2	0	0	0	0	0
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14.5 **Incomplete (I):**

- (a) “I” grade refers to a condition when the student has not got proper grade in the course he/she registered in the semester.
- (b) It is mandatory to clear “I” grade in a Core Course of his/her programme, and the student is required to register again in the same course and get a valid grade therein.
- (c) It is to be noted that “I” cannot be ignored, except if a student has an “I” grade in a course taken as an elective. In such a situation, he can either repeat the course to get a valid grade or ignore it to choose another course which is being offered in the current semester. However, a student must get valid grades in at least the prescribed number of electives in his/her programme.
- (d) “I” can be ignored only if minimum credit requirement for the award of degree is otherwise fulfilled.

14.6 **Withdrawal (W):** If a student registers for a course but does not appear or write the examination, the case would be treated as Withdrawal.

14.7 **Grade Awaited (GA):**

- (a) “GA” refers to withholding the result of a student for the undermentioned reasons: -
 - (i) Where a case of unfair means is pending;
 - (ii) Where a case of indiscipline is pending;
 - (iii) Where some criteria of registration remains unfulfilled;
 - (iv) Where the student is nominated or represents the University with prior permission at State/National/International level and as a result thereof, has not been able to appear in the Semester End Examination; and
 - (v) Fee dues.
- (b) In these circumstances, the Dean/HOD concerned may make a specific authorization to the Instructor-in-Charge/Faculty Member to report GA (Grade Awaited). Simultaneously, the Dean/HOD concerned will advise the COE, who in turn, will advise the Registrar of the estimated time by which the grades will be received.

- (c) Whenever GA appears in the grade card, permission for further registration of such students will be acted upon by the Registrar on the recommendation of the Dean concerned.

15. **General Guidelines for the Award of Grades.** The following are the general guidelines for the award of grades: -

- 15.1 All evaluations of different components of a course announced in the course plan shall be done in marks for each student.
- 15.2 The marks of various components shall be added to get total marks secured on a 100-point scale for both theory courses and all types of laboratory/hands-on courses.
- 15.3 The statistical method, wherever applicable, shall be used for the award of grades with or without marginal adjustment for natural cut-off. The overall distribution of different grades must be as indicated in the statistical distribution.
- 15.4 There will not be more than 10% (rounded off to integer value) 'O' grades in any course.
- 15.5 S/X grades are awarded for Audit Courses.
- 15.6 The Instructor-in-Charge/Faculty Member shall fill in the continuous internal evaluation marks of the course assigned online on University ERP.
- 15.7 The University shall be responsible for adherence to the guidelines for the award of grades and shall be responsible for the display of grades on the University Notice Board.
- 15.8 The Controller of Examination shall also retain the record of the marks and the grades along with the statistical parameters for all the courses. All the final marks of Semester End Evaluation shall be uploaded on ERP within 07 days from the last date of the Semester End Examination.
- 15.9 The awarded grades may be moderated by a Grade Moderation Committee appointed by President, only if required.

16. **Methodology of Awarding Grades.**

- 16.1 All programmes/courses shall adopt a relative grading method.
- 16.2 **Absolute Grading Method:** If the class strength is less than 30 in theory then absolute grading, as enumerated in the table below, may be adopted: -

<u>ABSOLUTE GRADING METHOD</u>		
<u>Letter Grade</u>	<u>Grade Point</u>	<u>% Marks for Absolute Grading of UG & PG Programmes</u>
O (Outstanding)	10	>90 - ≤100
A+ (Excellent)	9	>80 - ≤90
A (Very Good)	8	>70 - ≤80
B+ (Good)	7	>60 - ≤70
B (Above Average)	6	>50 - ≤60
C (Average)	5	>40 - ≤50
E (Exposed)	2	≤40
I (Incomplete)	0	-
W (Withdrawal)	0	-
GA (Grade Awaited)	0	-
S (Satisfactory)	S (Satisfactory)	-
X (Not Satisfactory)	X (Not Satisfactory)	-

16.3 Statistical Method for the Award of Relative Grades:

- In this system, the grades are awarded to students according to their performance relative to their peers in the same class (class is defined as a unique combination of course-slot-faculty).
- The statistical method shall invariably be used with marginal adjustment for natural cut-off.
- The mean and the standard deviation (σ) of marks obtained by all the students in a course shall be calculated and the grades shall be awarded to a student depending upon the marks, the mean, and the standard deviation as per the table given below: -

<u>STATISTICAL METHOD OF RELATIVE GRADING</u>			
<u>Lower Range of Marks</u>	<u>Grade Awarded</u>	<u>Grade Point</u>	<u>Upper Range of Marks</u>
$\geq \text{Mean} + 1.5 \sigma$	O	10	-
$\geq \text{Mean} + 1.0 \sigma$	A+	9	$< \text{Mean} + 1.5 \sigma$
$\geq \text{Mean} + 0.5 \sigma$	A	8	$< \text{Mean} + 1.0 \sigma$
$\geq \text{Mean}$	B+	7	$< \text{Mean} + 0.5 \sigma$
$\geq \text{Mean} - 0.5 \sigma$	B	6	$< \text{Mean}$
$\geq \text{Mean} - 1.0 \sigma$	C	5	$< \text{Mean} - 0.5 \sigma$

-	E	2	< Mean - 1.0 σ
-	I (Incomplete)	0	-
-	W (Withdrawal)	0	-
-	GA (Grade Awaited)	0	-
-	S (Satisfactory)	-	-
-	X (Not Satisfactory)	-	-

Note: The Letter Grades are applicable for Online/ODL/Hybrid programmes also.

17. Cumulative Grade Point Average (CGPA) and Semester Grade Point Average (SGPA).

17.1 The letter grades awarded to a student in all courses (except audit courses) are typically assigned specific numerical values according to the predefined table reflected at Para 16.3 (c) above. These numerical values represent the grade points associated with each letter grade. In summary, the letter grades are indeed assigned numerical values based on a table, and the SGPA and CGPA are calculated using these grade points to evaluate the student's performance in individual semesters and throughout the entire program respectively.

17.2 Semester Grade Point Average (SGPA):

(a) The Semester Grade Point Average (SGPA) is calculated by multiplying the grade points earned in each course by the respective credit hours of that course. The products of these calculations are then summed, and the sum is divided by the total credit hours taken in that semester. This yields the SGPA, which represents the average performance of the student in that particular semester.

(b) **SGPA** (S_i) = $\sum(C_i \times G_i) / \sum C_i$

Where C_i is the number of credits of the i^{th} course and G_i is the grade point scored by the student in the i^{th} course.

(c) **Example of Computation of SGPA:**

<u>Semester</u>	<u>Course</u>	<u>Credit</u>	<u>Letter Grade</u>	<u>Grade Point</u>	<u>Credit Point (Credit x Grade)</u>
I	Course 1	3	A	8	3 X 8 = 24
I	Course 2	4	B+	7	4 X 7 = 28
I	Course 3	3	B	6	3 X 6 = 18

I	Course 4	3	O	10	$3 \times 10 = 30$
I	Course 5	3	C	5	$3 \times 5 = 15$
I	Course 6	4	B	6	$4 \times 6 = 24$
	$\sum C1^{st}$	20			$\sum (C1^{st} \times G1^{st}) = 139$
SGPA (S_i) = $\sum (C_i \times G_i) / \sum C_i$					139/20 = 6.95

17.3 Cumulative Grade Point Average (CGPA):

- (a) The Cumulative Grade Point Average (CGPA) is the average of the SGPA obtained in each semester, taking into account the credit hours of each semester. The calculation involves multiplying the SGPA of each semester by the credit hours of that semester, summing these products across all semesters, and dividing by the total credit hours completed. This provides an overall measure of the student's performance throughout the program.

- (b) $CGPA = \sum (C_i \times S_i) / \sum C_i$

Where S_i is the SGPA of the i^{th} semester and C_i is the total number of credits in that semester.

- (c) **Example of Computation of CGPA:**

Semester	1 st	2 nd	3 rd	4 th	5 th	6 th
Credits	21	22	25	26	26	25
SGPA	6.9	7.8	5.6	6	6.3	8
CGPA	$(21 \times 6.9 + 22 \times 7.8 + 25 \times 5.6 + 26 \times 6.0 + 26 \times 6.3 + 25 \times 8.0) / 145 = 6.73$					

- (d) CGPA is also used for the declaration of division when the programme is completed. It is the weighted average of the grade points of all the letter grades received by the student from his entry into the University.
- (e) Since multiple performances in a course in which the student has already received a grade is possible, whenever through such a process a new grade is obtained, it will replace the earlier one in the calculation of CGPA. On the other hand, if through this process merely a report emerges, this event by itself will not alter the CGPA.
- (f) A student's grades, reports, CGPA, etc. at the end of every semester/term will be recorded on a grade card, a copy of which will be issued to him. The grade card will be withheld if a student has not paid his dues or when

there is a pending case of breach of discipline or a case of unfair means against him.

17.4 **Grade Card:**

- (a) All grades, reports and other pertinent information of a semester are given in a Grade Card, which is a complete record of the outcome of what was intended in the original registration.
- (b) The various grades and reports would be appropriately used to tally the grade card with the original registration. The grade card also contains the Cumulative Grade Point Average (CGPA).

17.5 **Transcript:** Chronologically organized information from the grade cards of a student with the necessary explanation constitutes a transcript, which is issued at the time the student leaves the University or at an intermediate point on request, if required.

18. **Credit Transfer:**

18.1 When a student moves from one programme to another or gets re-admitted into the same programme again, Credit Transfer is a convenient way of transferring the courses and credits, the student had successfully completed/earned under the previous system. Transfer cases could be inter or intra University.

18.2 Transfer can be permitted only in the odd semester in similar programs being offered by VGU subject to the following conditions: -

- (a) The student admitted through 'Transfer' must earn at least 50% of the minimum credits required for the programme from VGU.
- (b) If the system adopted in the other University is different from that of VGU, then the Faculty/Department into which the student is seeking admission/transfer may work out an equivalence of credits that are to be transferred with valid supporting documentation. The number of credits thus transferred will be considered for the minimum credit requirements of the programme, and will not be considered for the SGPA/CGPA calculations.

18.3 The department will prepare and submit the equivalence mapping of courses of the previous programme and of the programme in which admission is sought, to the duly constituted university-level Equivalence Committee by the President with all necessary documents. A minimum 70% equivalence of the syllabus of a particular course running in VGU, Jaipur is mandatory for transfer of credit and grade. The HOD should submit the Equivalence Report to the Provost within a period of 15 days from the date of receipt of the file from the Student Cell along with the required documents. The Equivalence Committee shall discuss the

equivalence case in the presence of the Dean/Associate Dean/HOD and take a decision accordingly. No enrolment number will be issued till the decision is pending with the Equivalence Committee.

18.4 The eligibility criteria for equivalence mapping to be prepared by the Dean/HOD of the concerned department and to be decided by the Equivalence Committee upon considering provisions of New Education Policy (NEP) and Academic Bank of Credits (ABC) are as follows: -

- (a) The equivalence mapping is to be prepared by the Dean/HOD as per comparison of the scheme, syllabus of courses and grading scheme of the previous University and the Vivekananda Global University, Jaipur.
- (b) The candidate has to earn the credit and grade from VGU in the course(s) which are non-mapping in the equivalence mapping. The grades of non-mapped courses, for which the exam is conducted by VGU, will also be considered for SGPA/CGPA calculation. It will not be counted as a back exam.
- (c) There will be no discrimination between the students of VGU and transfer case once he/she joins the programme at VGU.
- (d) All Continuous Internal Evaluation examinations of the candidate in such cases will be conducted at the department level and end-semester examination by the Examination Cell of the University.
- (e) Courses of previous University which are mapped to any course in VGU but the student has not earned credit in the subject will be treated as backlog and the student will have to earn credit at VGU.
- (f) The credit and grades of course(s) mapped shall be directly transferred to the credit account of the candidate and the same will be reflected in the grade card along with their respective grades in the non-mapped courses.
- (g) The credit earned/equivalence certificate will be prepared and issued by the Examination Cell of the University.

18.5 Once the Equivalence Committee has decided that the candidate fulfils the required eligibility criteria, the Provost will send the equivalence report to the Controller of Examination and the Registrar. The Registrar will issue the enrolment of such student within 7 days of receipt of the information received from the Provost office.

19. **Minimum Academic Requirements for Semester Promotion.**

19.1 Students appearing in the previous semester examinations are to be promoted automatically for the next higher semester. Barring the following exceptions: -

- (a) For a Diploma in Pharmacy, students having more than 2 backlogs will not be promoted to the 2nd Year.
- (b) For promotion to the 3rd Year (Semester V) of B.Arch. and B.Design, a student must earn all credits prescribed for the 1st Year.
- (c) For promotion to the 5th Year (Semester IX) of B.Arch., a student must earn all credits prescribed up to the 3rd Year (Semesters I to VI).

19.2 Students pursuing PG programmes will be permitted to submit their dissertations, wherever required, only if they have obtained valid grades in all other courses of the program.

20. **Supplementary/Special/Mercy Chance Examination.** Supplementary Examination/Special Examination shall be conducted in July/August as per the guidelines issued by the University from time to time or as per the norms of Regulatory Bodies of the programme, wherever applicable.

21. **Re-Evaluation.**

21.1 Allowed only for D.Pharm. and similar other courses following the absolute marking system. No revaluation in relative grading.

21.2 A student may apply, within four weeks from the date of the declaration of the result, for re-evaluation of the answer book(s) of a specific course(s) subject to a maximum of 50% of theory courses on the payment of prescribed fees. Where the number of courses in which a student appeared at an examination happens to be an odd number re-evaluation be permitted up to a whole number i.e. if an examination consists of five theory courses, the student can apply for re-evaluation of answer books up to three courses.

21.3 There will be no re-evaluation, in case, of practicals, viva-voce examinations, field/project work, dissertation, sessional/boycotted courses and online examinations. Further, there shall not be any re-evaluation for back/supplementary/special examination conducted by the University.

21.4 Re-evaluation shall be carried out by a different examiner. In the event of a change in grades, the same shall be notified through appropriate changes in both the result as well as grade card of the concerned semester-end examination. However, in case a student gets less than the pass marks then the

original marks shall be final. The result of re-evaluation shall be final and binding on the student and no complaint or appeal against the revised award shall lie in any court.

- 21.5 Students applying for re-evaluation shall have to surrender their original Grade Cards.
- 21.6 The University will not be responsible for any delay on the part of examiners or any office bearer in the process of re-evaluation.
- 21.7 Before applying for re-evaluation a student may also apply to see his/her answer book(s) of specific course(s) subject to a maximum of 50% of theory courses on the payment of prescribed fees. The answer books will be shown to him/her within three working days of submission of the application in the Examination Cell.
- 21.8 If the award of the second examiner is more than the award of the first examiner subject to a limit of 20% of the maximum marks prescribed for the course, the same shall be taken as marks obtained on re-evaluation. In case the award of second examiner exceeds the above limit of 20%, the answer books shall be referred to a third examiner and the average of the two closest award shall be taken into account.
- 21.9 If the award of the second examiner is less than that of the first examiner up to the extent of 5% of the maximum marks prescribed for the course, the award of the first examiner shall stand.

22. **Award Certificate & Diploma.**

- 22.1 **Certificate in the Discipline of the Respective Programme:** A student who wishes to exit at the end of the 1st Year of the UG Degree programme shall be awarded a certificate, if he/she successfully passed the registered courses.
- 22.2 **Diploma in the Discipline of the Respective Programme:** A student who wishes to exit at the end of 2nd Year of the programme shall be awarded a Diploma, if he/she successfully passed the registered courses.

23. **Award of Degree.**

- 23.1 Eligibility for obtaining a degree is always determined on the basis of number of courses or units completed. The minimum stipulated number of credit units for different programmes will be as provided in Teaching & Evaluation Scheme or as notified from time to time.

23.2 A student shall be eligible to obtain a UG Degree with Major/Minor/Honours/Honours with Research, if he/she earns the required no. of credits out of which 50% is earned at VGU.

23.3 A student is deemed to have fulfilled the requirement of a degree when he has:

- (a) Cleared all core courses prescribed for him/her in the programme;
- (b) Cleared the total unit requirements of Thesis, Seminar, Project and Dissertation, wherever applicable;
- (c) Obtained a minimum CGPA of 5 for award of Degree/Diploma.

23.4 **CGPA and Classification of Results:**

(a) Conversion Factor for % Marks = CGPA x 10

(b) **Classification of Results.**

- (i) Distinction - CGPA 7.50 or more, and 75% or above in absolute marking.
- (ii) I Division - CGPA 6.00 or more, and 60% or above in absolute marking.
- (iii) II Division - CGPA 5.00 or more, and 50% or above in absolute marking.
- (iv) Pass Division - 40% in case of D.Pharm. and other programmes having absolute marking system.

23.5 After successful completion of the course and credit requirements as specified in the programme curriculum and upon meeting the minimum credit requirement as notified through Ordinances promulgated from time to time, a Provisional Certificate will be issued to eligible students by the Controller of Examination.

23.6 The degree will be conferred on the student during the subsequent Convocation. The degree certificate will indicate the relevant branch, and specializations, if any, in which the student has graduated along with Major/Minor/Honours/Honours with Research, if earned by the student.

24. **Issue of Duplicate Certificates.**

24.1 Students seeking issuance of Duplicate Grade Card/Transcript/Provisional Passing Certificate/Degree Certificate due to loss/damage shall make such request in a designated format along with a photocopy of Grade Card/Transcript/Provisional Passing Certificate/Degree Certificate, if available.

- 24.2 Prescribed fee is required to be remitted prior to submission of the application.
- 24.3 The approving authority for applications pertaining to the issue of Duplicate Grade Card/Transcript/Provisional Passing Certificate is the Controller of Examination while in case of the issue of Duplicate Degree Certificate, the approving authority is the President.
- 24.4 The information regarding the issuance of Duplicate Degree Certificate is placed before the Academic Council in its subsequent meeting.
- 24.5 The standard processing time for issuance of a Duplicate Degree Certificate is within 30 working days and 10 working days for the issuance of a Duplicate Grade Card/Transcript/Provisional Passing Certificate, from the date of receipt of the application, subject to submission of all requisite & correct documents and fee payment receipt with the application.
25. **Rank and Gold Medals.** The merit of rank holders to be awarded medals will be decided as per the ordinance promulgated by the University.
26. **Modification to the Regulations.**
- 26.1 Notwithstanding the foregoing, any amendments/modifications issued or notified by the University Grants Commission/Higher Education Commission of India and its verticals such as the National Higher Education Regulatory Council, or the State government, from time to time, shall be deemed to have been incorporated into these Regulations and shall constitute an integral part of these Regulations.
- 26.2 **Interpretation:** Subject to such advice as may be given by the Board of Management or the Academic Council, the decision of the President shall be final and no suit, application, petition, revision or appeal shall lie in any authority outside the University in respect of the interpretation of these Regulations or any other matter not covered within these Regulations.
- 26.3 **Regulation for Extraordinary Situation:** Any matter which is not covered by the provisions of the clauses of the Regulations or is beyond the purview of the Regulations, may be considered by the Academic Council depending on the merit of the cases and for any case which may be referred to the Academic Council by the Registrar/Dean with the approval of the President.

OPEN ELECTIVE COURSES

1. **Open Elective Course Offerings.** The Open Elective Courses offered by VGU are reflected below: -

<u>S/No.</u>	<u>Course Name</u>	<u>Course Code</u>	<u>Offered by Department</u>	<u>L</u>	<u>T</u>	<u>P</u>	<u>C</u>
(a)	Medicinal Plants	UGOE001	Agri-Business Management	2	0	0	2
(b)	Agro and Rural Tourism	UGOE002	Agri-Business Management	2	0	0	2
(c)	Dairy Science	UGOE003	Agri-Business Management	2	0	0	2
(d)	Renewable Natural Resource	UGOE004	Agriculture	2	0	0	2
(e)	Bio-Fertilizer Technology	UGOE005	Agriculture	2	0	0	2
(f)	Weather Forecasting	UGOE006	Agri-Business Management	2	0	0	2
(g)	Mathematics for Beginners	UGOE007	Sciences	1	1	0	2
(h)	Introduction to Material Science	UGOE008	Sciences	2	0	0	2
(j)	Apiculture	UGOE009	Sciences	1	1	0	2
(k)	Biofertilizers	UGOE010	Sciences	1	1	0	2
(l)	Chemistry in Daily life	UGOE011	Sciences	2	0	0	2
(m)	Constitutional Law I	UGOE012	Law	2	0	0	2
(n)	Law relating to Intellectual Property	UGOE013	Law	2	0	0	2
(o)	Renewable Energy Sources	UGOE015	Civil Engineering	2	0	0	2
(p)	Air Pollution Control	UGOE016	Civil Engineering	2	0	0	2
(q)	Microbiology	UGOE018	Forensic Science	2	0	0	2
(r)	Estimating and Costing of Electrical Systems	UGOE022	Electrical Engineering	2	0	0	2
(s)	Utilization of Electrical Power	UGOE023	Electrical Engineering	2	0	0	2
(t)	Basic of Electrical Engineering	UGOE024	Electrical Engineering	2	0	0	2
(u)	Social Entrepreneurship	UGOE025	Management Studies	2	0	0	2
(v)	Economics for Engineers	UGOE026	Development Studies	2	0	0	2
(w)	Quality Management and Accreditation	UGOE027	Forensic Science	2	0	0	2

(x)	Genetics	UGOE031	Forensic Science	2	0	0	2
(y)	Social Media Forensics	UGOE032	Forensic Science	2	0	0	2
(z)	Odontology	UGOE033	Forensic Science	2	0	0	2
(aa)	Digital Hygiene	UGOE034	Forensic Science	2	0	0	2
(ab)	Fundamentals of Engineering Materials	UGOE035	Mechanical Engineering	2	0	0	2
(ac)	Energy Management and Conservation	UGOE036	Mechanical Engineering	2	0	0	2
(ad)	Stock Trading & Financial Strategies	UGOE037	Commerce	1	0	2	2

2. The number of seats in each course are 90.

Appendix F

ACADEMIC CALENDAR 2025-26 (ODD & EVEN SEMESTERS) (FIRST YEAR STUDENTS)

<u>S/No.</u>	<u>Date</u>	<u>Day</u>	<u>Event (With name of the In-charge/Coordinator of the Event)</u>
<u>Year 2025</u>			
1.	18 th Aug	Monday	"Aarambh" - Orientation Programme & Commencement of Classes
2.	25 th - 26 th Aug	Mon-Tues	Guest Lecture and Jaipur Visit for the students of CSA, JMC and BBA programme.
3.	27 th Aug	Wednesday	Commencement of 2 nd Semester onwards Orientation Program (OL Mode)
4.	6 th Sep	Saturday	Commencement of Semester 1 st Orientation Program (OL Mode)
5.	10 th Sep	Wednesday	Commencement of Semester 2 nd onwards Orientation cum Introduction (ODL Mode)
6.	15 th Sep	Monday	1 st Assignment, 1 st Quiz and Assignment of TDP
7.	22nd Sep	Monday	Commencement of I Mid Term
8.	1 st Week of Oct	-	Submission of Assignment-2
9.	10 th Oct	Friday	Commencement of Semester 1 st Orientation Program for (ODL Mode)
10.	16 th Oct	Thursday	Mid Semester Grading
11.	Last Week of Oct	-	Last Day for Submission of Assignment-3 and Quiz 2
12.	3 rd Week Nov	-	Last Day for Submission of Assignment-4 and Quiz 3
13.	3 rd Dec	Wednesday	Submission of Assignment 5
14.	5th Dec Onwards	-	Commencement of 2nd Midterm Exams
15.	10 th Dec	Wednesday	Last Date of Freezing of Internal Assessment Marks
16.	15th Dec Onwards	Wednesday	Commencement of End Term Exams (Theory) followed by End Term Practical Exams
17.	15 th Dec	Wednesday	Last Day for Even Semester Fee Payment
<u>Year 2026</u>			
18.	5 th Jan	Monday	Even Semester Registration and Commencement of Classes
19.	14 th Jan Onwards	Wednesday	End Term Semester Exams for 2 nd Semester onwards (ODL Mode)
20.	4 th Week Jan	-	1 st Assignment, 1 st Quiz and Assignment of TDP
21.	1 st Feb Onwards	Sunday	End Term Semester Exams for 1 st Semester (ODL Mode)
22.	6 th Feb Onwards	Friday	End Term Semester Online Exams through AI enabled virtual platform for 1 st Semester (OL Mode)
23.	16th Feb	Monday	Commencement of I Mid Term
24.	4 th Week of Feb	-	Submission of Assignment-2
25.	4 th Week Mar		Last Date for Submission of Assignment-3 & Quiz-2

26.	3 rd Week of Apr	-	Last Day for Submission of Assignment-4 and Quiz 3
27.	5th May Onwards	Tuesday	Commencement of II Mid Term
28.	15th May	Friday	Commencement of End Term Exam (Theory) followed by End Term Practical Exam
29.	20 th May	Wednesday	Last Date for Freezing of Internal Assessment Marks
30.	1 st June	Monday	Last Date for Submission of Odd Semester Fee
31.	1 st Aug	Saturday	Odd Semester Registration and Commencement of Classes

Note: - Calendar is indicative & can be changed through Circular/Notice.

Appendix G

ACADEMIC CALENDAR 2025-26 (ODD & EVEN SEMESTERS) **(SECOND YEAR ONWARDS)**

<u>S/No.</u>	<u>Date</u>	<u>Day</u>	<u>Event (With name of the In-charge/Coordinator of the Event)</u>
<u>Year 2025</u>			
1.	7 th - 12 th Jul	Mon- Sat	FDP on "Course Handout Preparation with CO/PO Mapping"
2.	14 th - 19 th Jul	Mon - Sat	FDP on "Running a Transdisciplinary Project"
3.	16 th to 29 th Jul	Wed - Tue	Academic Audit of Departments by IQAC (Director & Coordinator, IQAC)
4.	21 st - 26 th Jul	Mon - Sat	FDP on "Case Method Teaching"
5.			FDP on "Using ERP Lx/ LMS"
6.	1st Aug	Friday	Commencement of Odd Semester Classes
7.	8 th Aug	Friday	Tree Plantation Drive (ADSW/SOC)
8.	9 th Aug	Saturday	Raksha Bandhan (Holiday)
9.	11 th Aug	Monday	National Seminar (Geo-Smart Agriculture (By ABM)
10.	12 th Aug	Tuesday	Anti-Ragging Day (By Proctor Office)
11.	15 th Aug	Friday	Independence Day Celebration (By SOC)
12.	3rd Week of Aug	-	1st Assignment, 1st Quiz and Assignment of TDP
13.	16 th Aug	Saturday	Shri Krishna Janmashtami (Holiday)
14.	20 th Aug	Wednesday	Workshop on "Photo Journalism (By JMC)
15.	23 rd Aug	Saturday	One Day National Seminar on NAAC Reforms
16.	23 rd Aug	Saturday	One day Research Paper Writing workshop (By R&D)
17.	28 th Aug	Thursday	National Sports Day (By Sports)
18.	30 th Aug	Saturday	One day Patent Writing & IPR workshop (By R&D)
19.	30 th Aug	Saturday	"UDDHBHAV" (By Development Studies)
20.	30 th Aug	Saturday	"Health Check-Up Camp and Lecture on Nourish & Flourish" on VGU female students, staff and faculty members (By Coordinator ICC and GCC)
21.	1 st Sep	Monday	"AAGAZ" by Deptt. of Management Studies
22.	5 th Sep	Friday	Teacher's Day (Celebration) (By HR)
23.	8th Sep	Monday	Commencement of I Mid Term
24.	8 th Sep	Monday	World Physiotherapy Day (By Deptt. of Allied Health Care Sciences)
25.	8 th - 12 th Sep	Mon-Fri	Physiotherapy Day Celebration Week (By PT & OT)
26.	2nd Week of Sep	-	Submission of Assignment-2
27.	10 th Sep	Wednesday	Workshop on Audio Visual Production (By JMC)

28.	10 th Sep	Wednesday	Placement Conclave (By TP Cell)
29.	13 th Sep	Saturday	Hindi Diwas (By ADSW)
30.	15 th Sep	Monday	Engineers Day/Project Exhibition (FoET)
31.	18 th - 19 th Sep	Thu – Fri	National Conference (Technology Adoption in Agriculture (By ABM)
32.	19 th Sep	Friday	Conference (By Paramedical)
33.	19 th - 20 th Sep	Fri - Sat	MystEra 3.0 - 2025 (Forensic Week Celebration)
34.	22 nd Sep	Monday	Workshop (By Paramedical)
35.	3 rd Week of Sep	-	2 Days Workshop on the Occasion of House Keeping Week (By HM)
36.	24 th Sep	Wednesday	NSS Day Celebration (SOC)
37.	25 th Sep	Thursday	World Pharmacist Day Celebration (By Pharmacy)
38.	25 th - 26 th Sep	Thu - Fri	Face of VGU S-4 (By ADSW)
39.	26 th - 27 th Sep	Fri-Sat	Workshop on "Next Generation Surveying Methods for Civil Engineering (By Civil Engg.)
40.	4 th Week of Sep	-	One Day Workshop on "Cyber Crime, Digital Arrest, Opportunities and Challenges in the Growth of AI" (By CSA)
41.	27 th Sep	Saturday	Transdisciplinary Project Midterm 1 (By R&D)
42.	27 th Sep	Saturday	Dandiya Night
43.	1 st Oct	Wednesday	Blood Donation Camp (By ADSW/SOC)
44.	1 st Week of Oct	-	Last Date for Submission of Assignment-3 & Quiz-2
45.	2 nd Oct	Thursday	Gandhi Jayanti (Swachhata Diwas) (By ADSW)
46.	2 nd Oct	Thursday	Dussehra (Holiday)
47.	4 th Oct	Saturday	National Seminar "World Animal Day (Theme Save Animals Save the Planet) (By Sciences)
48.	10 th Oct	Friday	Donation Drive (By Development Studies)
49.	10 th - 12 th Oct	Fri – Sun	Forensic Gyan 5.0 (Forensic Science Deptt.)
50.	2 nd Week of Oct	-	FDP on "Outcomes Based Education and NBA Accreditation Process" (By CSA & NITTTR Chandigarh)
51.	2 nd Week of Oct	-	Two Days Workshop and Chef Competition on the occasion of World Chef Day (By Deptt. Of Hotel Management)
52.	11 th - 12 th Oct	Sat - Sun	III VGU R.K. Rastogi Memorial National Competition 2025 (By Law)
53.	13 th Oct	Monday	Workshop "Chemistry for Sustainability - National Chemistry Week" (By Sciences)
54.	15 th Oct	Wednesday	Research Symposium by Deptt. of Management Studies
55.	15 th Oct	Wednesday	Media Fest (Cultural Fest) (By JMC)
56.	16 th Oct	Thursday	Mid Semester Grading

57.	4 th Week of Oct	-	Victor's School Cup/ Atrangi (By ADSW)
58.	4 th Week of Oct	-	Workshop on "AI tools and Technologies in the Current Digital Era" (By CSA)
59.	20 th - 25 th Oct	Mon-Sat	Diwali Break
60.	27 th - 31 st Oct	Mon-Fri	Occupational Day Celebration Week (By PT & OT)
61.	Last Week of Oct	-	Last Day for Submission of Assignment-4 and Quiz 3
62.	31 st Oct	Friday	National Unity Day (By ADSW)
63.	5 th Nov	Wednesday	Guru Nanak Jayanti (Holiday)
64.	2nd Week of Nov	-	Submission of Assignment- 5
65.	2 nd Week of Nov	-	FDP on "Survey Design in Data Interpretation in Hospitality and Tourism Studies"
66.	8 th Nov	Saturday	World Radiology Day (By Paramedical)
67.	10 th Nov	Monday	Outreach Activity -Women in Agriculture "Bank se Rista" (Financial Literacy) (By ABM)
68.	10 th - 14 th Nov	Mon-Fri	One Week National FDP on "Intelligent Digital Security- The Next Generation of Cyber Security" (By CSE)
69.	10 th - 14 th Nov	Mon-Fri	FDP (By Development Studies)
70.	11 th Nov	Tuesday	Pharmacovigilance Day (By Pharmacy)
71.	22 nd Nov	Saturday	Transdisciplinary Project Midterm 2 (By R&D)
72.	24th Nov Onwards	Monday	Commencement of II Mid Term Exam / 1st Sessional Exam (Theory/Practical) - D. Pharma/BPT/BOT
73.	24 th Nov - 2 nd Dec	Mon – Tue	Ph.D Course Work Summer 2025 Session (By R&D)
74.	26 th Nov	Wednesday	Samvidhan Divas 2025 (By Law)
75.	3 rd Week of Nov	-	National Pharmacy Week (By Pharmacy)
76.	28 th - 29 th Nov	Fri-Sat	SEC Conclave in Odd Semester (By Provost)
77.	29 th Nov	Saturday	HR Conclave by Deptt. of Management Studies
78.	29 th Nov	Saturday	Transdisciplinary Project End Term (By R&D)
79.	5th Dec	Friday	Last Date for Freezing of Internal Assessment Marks
80.	10th Dec	Wednesday	Commencement of End Term Exams (Theory) followed by End Term Practical Exams
81.	10 th Dec	Wednesday	Human Rights Day (By Law)
82.	15 th Dec	Monday	Submission of AQAR 2024-25 (By IQAC)
83.	15th Dec	Monday	Last Day for Even Semester Fee Payment
84.	23 rd Dec	Tuesday	Farmers Day Celebration (By Agriculture)
85.	24th Dec	Wednesday	Last Date for Evaluation of Answer Books of Odd Semester Exams

86.	25 th Dec	Thursday	Christmas (Holiday)
<u>Year 2026</u>			
87.	1 st Jan	Thursday	New Year (Holiday)
88.	5th Jan	Monday	Even Semester Registration and Commencement of Classes
89.	9 th Jan	Friday	Industry Academia Conclave (By TP Cell)
90.	11 th Jan	Sunday	Alumni Meet & Rehearsal for Convocation
91.	12th Jan	Monday	Vivekotsav and 9th Convocation
92.	14 th Jan	Wednesday	Makar Sankranti (Holiday)
93.	16 th Jan	Friday	Academic Audit (Half Yearly) (By IQAC)
94.	20 th Jan	Tuesday	Last Date for Exam Form Submission (Annual Scheme)
95.	4th Week Jan	-	1st Assignment, 1st Quiz and Assignment of TDP
96.	22 nd - 24 th Jan	Thu-Sat	5 th International Conference "Recent Trends in Environmental & Sustainable Development (RTESD) (By Sciences)
97.	23 rd - 24 th Jan	Fri-Sat	IMASEE-26 - International Conference (By Development Studies)
98.	26 th Jan	Monday	Republic Day Celebration (SOC)
99.	30 th Jan	Friday	Quiz/Class Test -I (A2)
100.	30 th - 31 st Jan	Fri-Sat	International Conference (By Pharmacy)
101.	31 st Jan	Saturday	One Day Research Proposal Writing Workshop (By R&D)
102.	31 st Jan	Saturday	Last Date for the End Term Examination Form Submission (Except 1 st Year & Annual Scheme)
103.	31 st Jan - 1 st Feb	Sat-Sun	PT & OT Conference (By PT & OT)
104.	2nd Feb Onwards	Monday	II Sessional (Theory & Practical) (All programs offered in Annual Scheme)
105.	5 th - 6 th Feb	Thu - Fri	International Conference "Computatia-2026" (By CSE)
106.	6 th Feb	Friday	Panel Discussion on Union Budget (By Development Studies)
107.	6 th - 7 th Feb	Fri – Sat	Satyanveshana - "A Quest for Truth" (By Forensic Science)
108.	2 nd Week of Feb	-	'Prathistha' (By Sports)
109.	10 th - 12 th Feb	Tue – Thu	II Sessional Theory Exam (All programs offered in Annual Scheme)
110.	12 th - 13 th Feb	Thu – Fri	National Conference (Indian Knowledge System) by Deptt. of Management Studies
111.	13 th Feb	Friday	Youth Parliament (By Development Studies)
112.	16th Feb	Monday	Commencement of I Mid Term
113.	15 th Feb	Sunday	Mahashivratri Holiday

114.	20 th - 21 st Feb	Fri-Sat	National Conference (NextGen Agricon: Innovation and Sustainability in Modern Agriculture) (By Agriculture)
115.	26 th - 28 th Feb	Thu-Sat	International Conference - International Conference on Agri-Innovation and Smart Farming (By ABM)
116.	27 th Feb	Friday	National Seminar (By Pharmacy)
117.	Last Week of Feb	-	International Conference "Computatia" (By CSA)
118.	4th Week of Feb	-	Submission of Assignment-2
119.	28 th Feb	Saturday	Transdisciplinary Project Midterm 1 (By R&D)
120.	28 th Feb	Saturday	Science Day Celebration (By Sciences)
121.	4 th - 5 th Mar	Wed - Thu	Holi and Dhulandi (Holiday)
122.	6 th Mar	Friday	Pharma Anveshan (By Pharmacy)
123.	7 th Mar	Saturday	International Women's Day (By ADSW)
124.	9 th Mar	Monday	International Women's Day Celebration with Panel Discussion on "Women's Economic Empowerment: Opportunities and Challenges" (By Coordinator ICC and GCC)
125.	15 th Mar	Sunday	Paramedical Day (By Paramedical)
126.	18 th - 21 st Mar	Wed- Sat	PANACHE
127.	19 th Mar	Thursday	Eid-UI-Fitr Holiday
128.	19 th - 20 th Mar	Thu-Fri	Workshop on the Basics of Brewing Advanced Barista Techniques (By Hotel Management)
129.	4th Week Mar		Last Date for Submission of Assignment-3 & Quiz-2
130.	23 rd Mar	Monday	World Optometry Day (By Paramedical)
131.	26 th Mar	Thursday	Ramanavami Holiday
132.	28 th Mar	Saturday	National Seminar "Innovations in Civil Engineering for Sustainable Development" (By Civil Engg.)
133.	28 th - 29 th Mar	Sat- Sun	International Conference Law & Technology (By Law)
134.	28 th Mar	Saturday	One Day Research Paper Writing Workshop (By R&D)
135.	7 th Apr	Tuesday	World Health Day (By ADSW & Paramedical)
136.	10 th Apr	Friday	Seminar cum Hands on Practice on "Electric Vehicle" (By ME)
137.	11 th Apr	Saturday	DASTAAN 5.0 (Hostel Night) (By ADSW)
138.	11 th - 13 th Apr	Sat - Mon	5 th VGU Ranka National Moot Court Competition 2026 (By Law)
139.	16 th - 18 th Apr	Thu-Sat	International Conference "Computational and Applied Mathematics" (ICCAM 2026) (By Sciences)
140.	3rd Week of Apr	-	Last Day for Submission of Assignment-4 and Quiz 3
141.	25 th Apr	Saturday	Transdisciplinary Project Midterm 2 (By R&D)

142.	Last Week of Apr	-	National/International Conference (By Hotel Management)
143.	4 th - 5 th May	Mon-Tue	SEC Conclave in Even Semester (By Provost)
144.	5th May Onwards	Tuesday	Commencement of II Mid Term Exam/ 3rd Sessional Exam (Theory/Practical) - D. Pharma/BPT/BOT
145.	13 th May	Wednesday	Transdisciplinary Project End Term (By R&D)
146.	13 th - 15 th May	Wed - Fri	Shodh Prayas: Researchers Conclave 2026 (By R&D)
147.	15th May	Friday	Commencement of End Term Exams (Theory) followed by End Term Practical Exams
148.	20 th May	Wednesday	Last Date for Freezing of Internal Assessment Marks
149.	25 th May - 2 nd Jun	Mon-Tue	Ph.D Course Work Winter 2025 Session 2026 (By R&D)
150.	30 th May	Saturday	Last Day for Submission of Application for Summer Term
151.	1 st Jun	Monday	Last Date for Submission of Odd Semester Fee
152.	21 st Jun	Sunday	International Yoga Day (ADSW)
153.	26 th - 27 th Jun	Fri – Sat	International Conference on Sustainability, Innovation, Practices and Advancements in Management (SIPAM) by Dept. of Management Studies
154.	10 th Jul	Friday	Last Date of Stock Verification
155.	1 st Aug	Saturday	Odd Semester Registration and Commencement of Classes

Note: - Calendar is indicative & can be changed through Circular/Notice.

Appendix H

FACILITATING INFRA CODE ALLOTTED TO VARIOUS TEACHING SPACES ON ERP

<u>S/ No</u>	<u>Type</u>	<u>Name/Number</u>	<u>Facilitating Infra Code</u>
<u>ACADEMIC BLOCK</u>			
<u>Lower Ground Floor</u>			
1.	Lecture Theatre	LT-01	ACB-LT-LG01
2.	Lecture Theatre	LT-02	ACB-LT-LG02
3.	Laboratory	Garment Construction Lab	ACB-LAB-GAR-LG01
4.	Laboratory	Textile Lab (Fashion)	ACB-LAB-TEX-LG02
5.	Laboratory	Prototyping Lab	ACB-LAB-PRO-LG03
6.	Laboratory	Fabrication Lab	ACB-LAB-FAB-LG04
7.	Laboratory	Makers Space	ACB-LAB-MAS-LG05
8.	Laboratory	Craft and Design Lab	ACB-LAB-CAD-LG06
9.	Studio	Digital Studio-I	ACB-DS1-LG01
10.	Studio	Digital Studio-II	ACB-DS2-LG02
11.	Studio	Digital Studio-III	ACB-DS3-LG03
12.	Studio	Digital Studio-IV (Fashion)	ACB-DS4-LG04
13.	Studio	Studio-I	ACB-ST1-LG01
14.	Studio	Studio-II	ACB-ST2-LG02
15.	Studio	Studio-III	ACB-ST3-LG03
16.	Studio	Studio-IV	ACB-ST4-LG04
17.	Hall	Multi-Purpose Hall	ACB-MPH-LG01
18.	Hall	Audio Visual-1	ACB-AVR-LG01
19.	Hall	Common Room	ACB-COR-LG00
<u>Ground Floor</u>			
1.	Lecture Theatre	LT (Discussion Room) (G01)	ACB-LT-G01
2.	Tutorial Room	Tut Room-1 (G-08)	ACB-TR-G01
3.	Tutorial Room	Tut Room-2 (G-08)	ACB-TR-G02
4.	Tutorial Room	Tut Room (G-14)	ACB-TR-G03
5.	Laboratory	Material Museum	ACB-LAB-MAM-G01
6.	Laboratory	UX Lab (G02/03) + CPL	ACB-LAB-UX1-G02
7.	Laboratory	UX Lab (G05/04)	ACB-LAB-UX2-G03
8.	Laboratory	Media Lab-A	ACB-LAB-MDA-G04
9.	Laboratory	Media Lab-B	ACB-LAB-MDB-G05
10.	Laboratory	Media Lab-C	ACB-LAB-MDC-G06
11.	Laboratory	Physics Lab (G-16)	ACB-LAB-PHY-G07
12.	Laboratory	Material Science Lab (G-17)	ACB-LAB-MSL-G08
13.	Laboratory	Material Synthesis Lab (G-19)	ACB-LAB-MAS-G09
14.	Laboratory	Chemistry Lab (G-20)	ACB-LAB-CHE-G10
15.	Laboratory	Mechanics and Thermo Lab (G-21)	ACB-LAB-MET-G11
16.	Laboratory	Innovation Hub (G-22)	ACB-LAB-INN-G12
17.	Tutorial Room	Audio Visual Room II (UX)	ACB-AVR-G01

18.	Hall	Student Activity Centre (G-13)	ACB-SAR-G01
First Floor			
1.	Lecture Theatre	LT-104	ACB-LT-101
2.	Lecture Theatre	LT-108	ACB-LT-102
3.	Lecture Theatre	LT-110	ACB-LT-103
4.	Lecture Theatre	LT-114	ACB-LT-104
5.	Lecture Theatre	LT-120	ACB-LT-105
6.	Lecture Theatre	LT-124	ACB-LT-106
7.	Lecture Theatre	LT-126	ACB-LT-107
8.	Lecture Theatre	LT-130	ACB-LT-108
9.	Tutorial Room	Tut Room - 113	ACB-TR-101
10.	Tutorial Room	Tut Room - 121	ACB-TR-102
11.	Tutorial Room	Tut Room - 122	ACB-TR-103
12.	Computer Programming Lab	Lab No 1 (Computer Centre 119)	ACB-CPL-101
13.	Computer Programming Lab	Lab No 2 (Agriculture Economics Lab 118)	ACB-CPL-102
14.	Computer Programming Lab	Lab No 3 (Computer Centre-117)	ACB-CPL-103
15.	Computer Programming Lab	Lab No 4 (Language Lab 116)	ACB-CPL-104
16.	Computer Programming Lab	Lab No 5 (Computer Centre-115)	ACB-CPL-105
17.	Computer Programming Lab	Lab No 6 (CPL-103)	ACB-CPL-106
18.	Computer Programming Lab	Lab No 7 (CPL-102)	ACB-CPL-107
19.	Computer Programming Lab	Agri Extn Comn Engg Lab (134)	ACB-CPL-108
20.	Laboratory	Horticulture Lab (105)	ACB-LAB-HOR-101
21.	Laboratory	Animal Sciences Lab (107)	ACB-LAB-ANS-102
22.	Laboratory	Plant Pathology Lab (127)	ACB-LAB-PLP-103
23.	Laboratory	Plant Breeding & Biotechnology Lab (129)	ACB-LAB-PBB-104
24.	Laboratory	Meteorology Lab (131)	ACB-LAB-MET-105
25.	Laboratory	Agri Engg Lab (132)	ACB-LAB-AGE-106
26.	Seminar Hall	Seminar Hall (133)	ACB-SEH-100
27.	Library	Knowledge Resource Centre	ACB-KRC-101
Second Floor			
1.	Lecture Theatre	LT-GCEC	ACB-LT-201
2.	Lecture Theatre	LT-216	ACB-LT-202
3.	Lecture Theatre	LT (Tut-Room)	ACB-LT-203
4.	Lecture Theatre	LT-220	ACB-LT-204
5.	Lecture Theatre	LT-221	ACB-LT-205
6.	Lecture Theatre	LT-222	ACB-LT-206
7.	Lecture Theatre	LT 226	ACB-LT-207
8.	Lecture Theatre	LT-229	ACB-LT-208
9.	Lecture Theatre	LT-231	ACB-LT-209
10.	Tutorial Room	Tut Room - GCEC	ACB-TR-201

11.	Tutorial Room	Tut Room 223	ACB-TR-202
12.	Tutorial Room	Tut Room 224	ACB-TR-203
13.	Laboratory	Agronomy Lab (228)	ACB-LAB-AGR-201
14.	Laboratory	Chemistry Lab -232	ACB-LAB-CHE-202
15.	Laboratory	UG Lab (Zoology) 233	ACB-LAB-ZOO-203
16.	Indoor Room	Partitioned Room Lab 233	ACB-PR-203
17.	Laboratory	UG Lab (Botany) 234	ACB-LAB-BOT-204
18.	Moot Court	Moot Court	ACB-MOC-200
19.	AV Room	AV Room	ACB-AVR-200

Third Floor

1.	Lecture Theatre	LT-301	ACB-LT-301
2.	Lecture Theatre	LT-302	ACB-LT-302
3.	Lecture Theatre	LT-303	ACB-LT-303
4.	Lecture Theatre	LT-304	ACB-LT-304
5.	Lecture Theatre	LT-305	ACB-LT-305
6.	Lecture Theatre	LT-306	ACB-LT-306
7.	Lecture Theatre	LT-307	ACB-LT-307
8.	Lecture Theatre	LT-308	ACB-LT-308
9.	Lecture Theatre	LT-309	ACB-LT-309
10.	Lecture Theatre	LT-310	ACB-LT-310
11.	Lecture Theatre	LT-311	ACB-LT-311
12.	Lecture Theatre	LT-312	ACB-LT-312
13.	Lecture Theatre	LT-313	ACB-LT-313
14.	Lecture Theatre	LT-314	ACB-LT-314
15.	Lecture Theatre	LT-315	ACB-LT-315
16.	Lecture Theatre	LT-316	ACB-LT-316
17.	Lecture Theatre	LT-317	ACB-LT-317
18.	CPL	CPL-301	ACB-CPL-301
19.	CPL	CPL-302	ACB-CPL-302
20.	Laboratory	Management Game Lab	ACB-LAB-MGL-301
21.	AV Room	AV Room	ACB-AVR-300
22.	Drawing Hall	Drawing Hall	ACB-DGH-300

Fourth Floor

1.	Lecture Theatre	LT-401	ACB-LT-401
2.	Lecture Theatre	LT-402	ACB-LT-402
3.	Lecture Theatre	LT-403	ACB-LT-403
4.	Lecture Theatre	LT-404	ACB-LT-404
5.	Lecture Theatre	LT-405	ACB-LT-405
6.	Lecture Theatre	LT-406	ACB-LT-406
7.	Lecture Theatre	LT-407	ACB-LT-407
8.	Lecture Theatre	LT-408	ACB-LT-408
9.	Lecture Theatre	LT-409	ACB-LT-409
10.	Lecture Theatre	LT-410	ACB-LT-410
11.	Lecture Theatre	LT-411	ACB-LT-411
12.	Lecture Theatre	LT-412	ACB-LT-412
13.	Lecture Theatre	LT-413	ACB-LT-413
14.	Lecture Theatre	LT-414	ACB-LT-414
15.	Lecture Theatre	LT-415	ACB-LT-415
16.	Lecture Theatre	LT-416	ACB-LT-416
17.	Lecture Theatre	LT-417	ACB-LT-417

18.	Lecture Theatre	LT-418	ACB-LT-418
19.	Lecture Theatre	LT-419	ACB-LT-419
20.	CPL	CPL-401	ACB-CPL-401
21.	CPL	CPL-402	ACB-CPL-402
22.	Laboratory	Industry Lab 5.0	ACB-LAB-IND-401
23.	Seminar Hall	Seminar Hall	ACB-SEH-400
24.	Drawing Hall	Drawing Hall	ACB-DGH-400
25.	Computer Lab	Hackers Bae (GCEC)	ACB-CPL-201
26.	Lecture Theatre	Aces (GCEC)	ACB-LT-210
27.	Lecture Theatre	Marvels (GCEC)	ACB-LT-211
28.	Lecture Theatre	Elites (GCEC)	ACB-LT-212
29.	Tutorial Room	Common Room (GCEC)	ACB-TR-204
30.	Tutorial Room	Archers (GCEC)	ACB-TR-205
31.	Tutorial Room	Invincibles	ACB-TR-206
32.	Tutorial Room	Recording Room	ACB-TR-207
33.	Incubation Centre	Incubation Centre	ACB-INC-200

ADMINISTRATIVE BLOCK

Lower Ground Floor

1.	Laboratory	BEE Lab	ADB-LAB-BEE-LG01
2.	Laboratory	Dance & Theatre Lab	ADB-LAB-DTH-LG02
3.	Laboratory	Music Lab	ADB-LAB-MUS-LG03
4.	Laboratory	Entomology Lab	ADB-LAB-ENT-LG04
5.	Computer Programming Lab	CPL-LG01	ADB-CPL-LG01
6.	Computer Programming Lab	CPL-LG02	ADB-CPL-LG02
7.	Computer Programming Lab	CPL-LG03	ADB-CPL-LG03
8.	Computer Programming Lab	CPL-LG04	ADB-CPL-LG04
9.	Computer Programming Lab	CPL-LG05	ADB-CPL-LG05
10.	Workshop	Mechanical Workshop	ADB-MWS-LG01

First Floor

1.	Lecture Theatre	LT-101	ADB-LT-101
2.	Lecture Theatre	LT-102	ADB-LT-102
3.	Lecture Theatre	LT-103	ADB-LT-103
4.	Lecture Theatre	LT-104	ADB-LT-104
5.	Lecture Theatre	LT-105	ADB-LT-105
6.	Lecture Theatre	LT-106	ADB-LT-106
7.	Laboratory	Soil Sciences Lab	ADB-LAB-SSL-101

Second Floor

1.	Lecture Theatre	LT-201	ADB-LT-201
2.	Lecture Theatre	LT-202	ADB-LT-202
3.	Lecture Theatre	LT-203	ADB-LT-203
4.	Lecture Theatre	LT-204	ADB-LT-204
5.	Lecture Theatre	LT-205	ADB-LT-205
6.	Lecture Theatre	LT-206	ADB-LT-206
7.	Lecture Theatre	LT-207	ADB-LT-207

8.	Lecture Theatre	LT-208	ADB-LT-208
9.	Lecture Theatre	LT-209	ADB-LT-209
10.	Lecture Theatre	LT-210	ADB-LT-210
11.	Computer Programming Lab	CPL-201	ADB-CPL-201
12.	Laboratory	AI Lab	ADB-LAB-AIL-101
13.	Studio	Digital Studio	ADB-DS1-200
Third Floor			
1.	Lecture Theatre	LT-301	ADB-LT-301
2.	Lecture Theatre	LT-302	ADB-LT-302
3.	Lecture Theatre	LT-303	ADB-LT-303
4.	Lecture Theatre	LT-304	ADB-LT-304
5.	Lecture Theatre	LT-305	ADB-LT-305
6.	Lecture Theatre	LT-306	ADB-LT-306
7.	Lecture Theatre	LT-307	ADB-LT-307
8.	Lecture Theatre	LT-308	ADB-LT-308
9.	Computer Programming Lab	CPL-301	ADB-CPL-301
10.	Computer Programming Lab	CPL-302	ADB-CPL-302
11.	Computer Programming Lab	CPL-303	ADB-CPL-303
12.	Computer Programming Lab	CPL-304	ADB-CPL-304
13.	Computer Programming Lab	CPL-305	ADB-CPL-305
14.	Computer Programming Lab	CPL-306	ADB-CPL-306
15.	Laboratory	Geography Lab	ADB-LAB-GEO-301
16.	Laboratory	Psychology Lab	ADB-LAB-PSY-302
Fourth Floor			
1.	Lecture Theatre	LT-401	ADB-LT-401
2.	Lecture Theatre	LT-402	ADB-LT-402
3.	Lecture Theatre	LT-403	ADB-LT-403
4.	Lecture Theatre	LT-404	ADB-LT-404
5.	Lecture Theatre	LT-405	ADB-LT-405
6.	Lecture Theatre	LT-406	ADB-LT-406
7.	Lecture Theatre	LT-407	ADB-LT-407
8.	Lecture Theatre	LT-408	ADB-LT-408
9.	Lecture Theatre	LT-409	ADB-LT-409
10.	Lecture Theatre	LT-410	ADB-LT-410
11.	Computer Programming Lab	CPL-401	ADB-CPL-401
12.	Computer Programming Lab	CPL-402	ADB-CPL-402
13.	Computer Programming Lab	CPL-403	ADB-CPL-403
14.	Laboratory	DE Lab	ADB-LAB-DEL-401
15.	Seminar Hall	Seminar Hall	ADB-SEH-400

TECHNOLOGY BLOCK			
Lower Ground Floor			
1.	Lecture Theatre	LT-LG01	TEB-LT-LG01
2.	Lecture Theatre	LT-LG02	TEB-LT-LG02
3.	Lecture Theatre	LT-LG03	TEB-LT-LG03
4.	Lecture Theatre	LT-LG04	TEB-LT-LG04
5.	Tutorial Room	TUT/LG-02	TEB-TR-LG02
6.	Laboratory	Radiology Lab	TEB-LAB-RAD-LG01
7.	Workshop	Mechanical Workshop	TEB-LAB-MEW-LG02
8.	Laboratory	Production Engg Lab	TEB-LAB-PRE-LG03
9.	Laboratory	Thermal Engg Lab	TEB-LAB-THE-LG04
10.	Laboratory	Digital Forensic Lab	TEB-LAB-DIF-LG05
11.	Laboratory	Structural Engg Lab	TEB-LAB-STE-LG06
12.	Laboratory	Heat Transfer Lab	TEB-LAB-HET-LG07
13.	Laboratory	Electrical & Electronics Lab	TEB-LAB-EEC-LG08
14.	Laboratory	DOM & Vibration Lab	TEB-LAB-DOV-LG09
15.	Laboratory	Geo Tech Engg Lab	TEB-LAB-GTE-LG10
16.	Laboratory	RMT Lab	TEB-LAB-RMT-LG11
17.	Laboratory	Concrete Lab	TEB-LAB-CON-LG12
18.	Laboratory	Hydraulics Lab	TEB-LAB-HYD-LG13
19.	Laboratory	Material Testing Lab	TEB-LAB-MAT-LG14
20.	Laboratory	Survey Lab	TEB-LAB-SUR-LG15
21.	Laboratory	Computer Aided Manufacturing (CAM) Lab	TEB-LAB-CAM-LG16
Ground Floor			
1.	Lecture Theatre	LT-G01	TEB-LT-G01
2.	Lecture Theatre	LT-G02	TEB-LT-G02
3.	Lecture Theatre	LT-G03	TEB-LT-G03
4.	Tutorial Room	TUT 1	TEB-TR-G01
5.	Laboratory	Robotics Lab	TEB-LAB-ROB-G01
6.	Laboratory	Chemistry Toxy Lab	TEB-LAB-CTL-G02
7.	Laboratory	Engg Physics Lab	TEB-LAB-EPY-G03
8.	Library	Knowledge Resource Centre	TEB-KRC-G00
First Floor			
1.	Lecture Theatre	LT-101	TEB-LT-101
2.	Lecture Theatre	LT-102	TEB-LT-102
3.	Lecture Theatre	LT-103	TEB-LT-103
4.	Lecture Theatre	LT-104	TEB-LT-104
5.	Lecture Theatre	LT-105	TEB-LT-105
6.	Lecture Theatre	LT-106	TEB-LT-106
7.	Tutorial Room	TUT-101	TEB-TR-101
8.	Tutorial Room	TUT-102	TEB-TR-102
9.	Computer Programming Lab	CPL-101	TEB-CPL-101
10.	Computer Programming Lab	CPL-102	TEB-CPL-102
11.	Computer Programming Lab	CPL-103	TEB-CPL-103
12.	Computer Programming Lab	CPL-104	TEB-CPL-104

13.	Laboratory	Power Electronics Lab	TEB-LAB-PEC-101
14.	Laboratory	Digital Electronics Lab	TEB-LAB-DEL-102
15.	Laboratory	Kinesiotherapy and Exercise Therapy Lab	TEB-LAB-KET-103
16.	Laboratory	Electrotherapy and Electro Diagnosis Lab	TEB-LAB-EED-104
17.	Laboratory	Musculoskeletal Sciences Physiotherapy Lab	TEB-LAB-MSP-105
18.	Laboratory	Neurosciences Physiotherapy Lab	TEB-LAB-NSP-106
19.	Drawing Hall	Drawing Hall	TEB-DGH-100
Second Floor			
1.	Lecture Theatre	LT-201	TEB-LT-201
2.	Lecture Theatre	LT-202	TEB-LT-202
3.	Lecture Theatre	LT-203	TEB-LT-203
4.	Lecture Theatre	LT-204	TEB-LT-204
5.	Lecture Theatre	LT-205	TEB-LT-205
6.	Tutorial Room	TUT-202	TEB-TR-202
7.	Computer Programming Lab	CPL-201 (Linux Lab)	TEB-CPL-201
8.	Computer Programming Lab	CPL-202 (Software Engg Lab)	TEB-CPL-202
9.	Computer Programming Lab	CPL-203 (DBMS Lab)	TEB-CPL-203
10.	Computer Programming Lab	CPL-204 (Data Science Lab)	TEB-CPL-204
11.	Computer Programming Lab	CPL-205 (Network Lab)	TEB-CPL-205
12.	Laboratory	EMI Lab	TEB-LAB-EMI-201
13.	Laboratory	Switch Gear and Protection Lab	TEB-LAB-SGP-202
14.	Laboratory	DE Lab	TEB-LAB-DEL-203
15.	Laboratory	Advanced Project Lab	TEB-LAB-ADP-204
16.	Seminar Hall	Seminar Hall	TEB-SEH-200
Third Floor			
1.	Lecture Theatre	LT-301	TEB-LT-301
2.	Lecture Theatre	LT-302	TEB-LT-302
3.	Lecture Theatre	LT-303	TEB-LT-303
4.	Lecture Theatre	LT-304	TEB-LT-304
5.	Lecture Theatre	LT-305	TEB-LT-305
6.	Lecture Theatre	LT-306	TEB-LT-306
7.	Lecture Theatre	LT-307	TEB-LT-307
8.	Tutorial Room	TUT-301	TEB-TR-301
9.	Tutorial Room	TUT-302	TEB-TR-302
10.	Tutorial Room	TUT-304	TEB-TR-304
11.	Tutorial Room	Accommodation Operation Lab	TEB-LAB-ACO-301
12.	Laboratory	Food Production Lab - Basic	TEB-LAB-FPR-302
13.	Laboratory	Food Production Lab - Advanced	TEB-LAB-FPR-312
14.	Laboratory	Front Office Lab	TEB-LAB-FOF-303

15.	Laboratory	Food and Beverage Lab	TEB-LAB-FAB-304
16.	Laboratory	Refraction Room	TEB-LAB-REF-305
17.	Laboratory	Optometry Lab	TEB-LAB-OPT-306
18.	Laboratory	Medical Lab Tech Lab	TEB-LAB-MET-307
19.	Laboratory	Sensory Integration Lab	TEB-LAB-SEI-308
20.	Laboratory	Occupational Therapy Room	TEB-LAB-OCY-309
21.	Tutorial Room	Activity Room	TEB-LAB-ACR-310
22.	Laboratory	OT Technology Lab	TEB-LAB-OTT-311
23.	Hall	Drawing Hall	TEB-DGH-300

Fourth Floor

1.	Lecture Theatre	LT-401	TEB-LT-401
2.	Lecture Theatre	LT-402	TEB-LT-402
3.	Lecture Theatre	LT-403	TEB-LT-403
4.	Lecture Theatre	LT-404	TEB-LT-404
5.	Lecture Theatre	LT-405	TEB-LT-405
6.	Lecture Theatre	LT-406/LT-I	TEB-LT-406
7.	Laboratory	Electrical Machine Lab	TEB-LAB-ELM-401
8.	Tutorial Room	Pharmacy Museum	TEB-LAB-PMU-402
9.	Laboratory	Criminalistics and Forensic Ballistic Lab	TEB-LAB-CFB-403
10.	Laboratory	Microbiology Lab	TEB-LAB-MBY-404
11.	Laboratory	Pharmaceutical Chemistry Lab	TEB-LAB-PCH-405
12.	Laboratory	Pharmaceutical Analysis Lab	TEB-LAB-PAN-406
13.	Laboratory	Biology and DNA Lab	TEB-LAB-BAD-407
14.	Laboratory	Machine Room (Pharma)	TEB-LAB-MRO-408
15.	Laboratory	Pharmaceutics Lab (409)	TEB-LAB-PHA-409
16.	Laboratory	Physiology and Pharmacology Lab	TEB-LAB-PPY-410
17.	Laboratory	Pharmacognosy Lab	TEB-LAB-PCO-411
18.	Laboratory	CIR	TEB-LAB-CIR-412

FOR OUTDOOR CLASSES

1.	Sports Field	Volleyball Court	SF-VBC
2.	Sports Field	Handball Court	SF-HBC
3.	Sports Field	Basketball Court	SF-BBC
4.	Sports Field	Badminton Outdoor	SF-BNO
5.	Sports Field	Badminton Indoor	SF-BNI
6.	Sports Field	Cricket Ground	SF-CTG
7.	Sports Field	Indoor Sports Hall	SF-ISH
8.	Sports Field	American Football	SF-ANF
9.	Sports Field	Kabbadi Ground	SF-KBG
10.	Sports Field	Kho-Kho	SF-KKO
11.	Sports Field	Boxing Ring	SF-BOR
12.	Sports Field	Table Tennis Room	SF-TTR
13.	Roadway Tech Block	Drill Ground-I	OC-TEB-RW
14.	Roadway Girls Hostel	Drill Ground-II	OC-GIH-RW
15.	Lawn Admin Block	Admin Block Lawn	OC-ADB-LN
16.	Lawn Tech Block	Tech Block Lawn	OC-TEB-LN
17.	Open Theatre	Tech Block Open Theatre	OC-TEB-OP
18.	Agri Farm	Farm Machinery Workshop	AF-FMW

19.	Agri Farm	Nursery	AF-NUR
20.	Agri Farm	Crop Field Area	AF-CFA
21.	Agri Farm	Poultry Farm	AF-POF
22.	Agri Farm	Crop Cafeteria	AF-CCA
23.	Agri Farm	Protected Cultivation	AF-PCN
24.	Corridor Area	Crime Scene Creation Indoor	CS-IND
25.	Neem Grove	Crime Scene Creation Outdoor	CS-OUT
26.	Open Area	Photography Outdoor Practical-1	JM-POP
27.	Open Area	Photography Outdoor Practical-2	JM-POQ

DETAILS OF STUDENT CLUBS

<u>S/No</u>	<u>Clubs' Name</u>
	<u>Clubs/SIG Operating Under Students' Welfare Cell</u>
	<u>Subject-Oriented Clubs</u>
1.	Vivek Sherlock Forensic Club
2.	Arogya Club
3.	Law Lounge Club
	<u>Interest-Oriented Clubs</u>
4.	Toastmasters Club
5.	V-Studio Club
6.	Play 4 Dream's (P4D) Club
7.	Design and Art Nexus Club
8.	Cookery Club
	<u>Skill Acquiring Clubs</u>
9.	Computer Society for Technocrats (CST) Club
10.	Cheshta Club
	<u>Social Welfare Club</u>
11.	Vivek Social Service Association (VSSA) Club
12.	Swaruchi Kendra Club
13.	Vivek Bharat Mandal Club
14.	Path Sarthi Club
	<u>Student Interest Group (SIG)</u>
15.	SoulFit Society
16.	Vivek Kala Kendra
	<u>Clubs Operating Under Social Outreach Cell</u>
17.	National Cadet Corps (NCC)
18.	National Service Scheme (NSS)
19.	Red Ribbon Club
20.	Ranger and Rover Club

Appendix J**CAMPUS TELE DIRECTORY**

<u>S. No.</u>	<u>Name</u>	<u>Appointment/Designation</u>	<u>Contact Number</u>
<u>Senior Authorities</u>			
1.	Dr. Lalit K. Panwar, IAS (Retd.)	Chairperson	0141-2851000
2.	Dr. K.R. Bagaria	Founder and Vice Chairperson	0141-2851000
3.	Sh M.R. Bagaria, RAS (Retd.)	Patron	0141-2851000
4.	Er. Onkar Bagaria	CEO and CF & AO	0141-2851000
5.	Prof. (Dr.) N.D. Mathur	President	9414071144
6.	Prof. (Dr.) D.V.S. Bhagavanulu	Pro President (RA)	8008031222
7.	Dr. Praveen Choudhry	Registrar; Dean In-charge, Management	9929803302
<u>Non-Teaching & Admin Staff</u>			
7.	Er. Anil Bagaria	Director, Administration	9116162288
8.	Col H.S. Solanki (Retd.)	COE	9588959894
9.	Mr Vikash Maroti	Vice President (Skills)	9986808421
10.	Col Adhir Mathur (Retd.)	Associate Vice President (Establishment)	9049401103
11.	Dr. Pramod Kumar Faujdar	Dean, Student Welfare	9314773015
12.	Mr. Ajay Mathur	Head, HR	9982777724
13.	Mr Nikhil Kumar Nigam	Chief Technical Officer	9868827161
14.	Mr. Saroj Kumar Verma	Joint COE	9971727537
15.	Mr Junaid Basri	Head Admissions	9828496112
16.	Dr. Dhiraj Singh	Training & Placement Officer	7877101115
17.	Col Lalit Yadav (Retd.)	Head Security, Students' Mess, and Hostels	9596796708
18.	Lt Col Pankaj Ahuja (Retd.)	Head Procurement	9953101505
19.	Mr Arun Kumar Bedi	Head Maintenance & Infra	7984090003
20.	Dr Deep Singh	Chief Librarian	9549657358
21.	Mr. Ashok Sharma	Chief Hostel Warden	9599628302
22.	Ms. Mamta Kaushik	Hostel Warden, Girls Hostel	8209531988
23.	Mr. Mukesh Bhambhu	Transport In-charge	9079222178
24.	Mr Shankar Lal Gurjar	Uniform Store In-charge	9928081109
<u>Teaching Staff</u>			
25.	Ms. Malvika Dudi Bagaria	Director, Faculty of Management	8696203000
26.	Prof. (Dr.) Baldev Singh	Dean, Engineering and Technology; and Dean In-charge, Hospitality	9785643441
27.	Prof. (Dr.) Hoshiyar Singh	Dean, Agriculture	9414796033
28.	Prof. (Dr.) Kailash Agrawal	Dean, Basic and Applied Sciences	9414306665

29.	Dr. Shweta Choudhary	Dean, Architecture and Planning; Dean, Design; and Dean In-charge, Journalism, Mass Communication and Media	9302480901
30.	Prof (Dr.) Nidhi Bhatt	Dean, Pharmaceutical Science and Nursing	9982369546
31.	Prof. (Dr.) Partha Pratim Mitra	Dean, Law	7602491029
32.	Prof. (Dr.) S.K. Meena	Dean, Physiotherapy & Occupational Therapy and Dean In-charge, Paramedical Sciences	9414058796
33.	Prof. (Dr.) Ramesh Chandra Tripathi	Dean, Computer Science and Applications	9868257510
34.	Dr. Amandeep Gill	Dean In-charge, R&D Cell	9413557324
35.	Dr. Devendra Kumar Doda	Provost	9352260373
36.	Prof. (Dr.) Mridula Purohit	Associate Dean, Basic and Applied Sciences	9414788361
37.	Prof. Gopal Goyal	Associate Dean, Architecture and Planning	9413966283
38.	Mr. Pravesh Kumar Sharma	Associate Dean, Pharmaceutical Sciences and Nursing	9799756747
39.	Prof. (Dr.) Vikas Shrotriya	Associate Dean, Management Studies	9829013234
40.	Dr. Boola Choudhary	Associate Dean, Development Studies	7728891800
41.	Dr. Deepali Singh	Associate Dean, R&D Cell	9917953734
42.	Dr. Arvind Kumar Singh	Director, Centre for Distance & Online Education	9628757252
43.	Dr. V Sairam	Head, TDP	9790632294
44.	Dr. Yogendra Pal	Head, Education Technology	9022419053
45.	Prof. (Dr.) Umema Ahmed	HOD, Forensic Science	9468636322
46.	Dr. Sidharth Shankar Raju	HOD, Hotel Management	8057679662
47.	Dr. Manish Shrivastava	HOD, CSE	9352144764
48.	Dr. Pramod Kumar Faujdar	Proctor & HOD, Civil Engineering	9314773015
49.	Dr. Vijay Kumar Pandey	HOD, ME & EE	9828706888
50.	Mr. Raju Singh Jakhar	HOD, Agriculture	8955193682
51.	Dr. Bhupesh Goyal	HOD, Physiotherapy & Occupational Therapy	9982182125
52.	Dr. Sushila	HOD, Sciences	7976505969
53.	Dr. Shilpa Rao Rastogi	HOD, Law	8696052524
54.	Dr. Kajal Thakuriya	HOD, Design	9460710279
55.	Dr. Shivi Saxena	HOD, Commerce	9785640131
56.	Prof. (Dr.) Mahendra Kumar Verma	Principal, Paramedical Sciences	9549702300
57.	Mr. Rakesh Sharma	HOD, Computer Science & Applications	9602456593
58.	Prof. (Dr.) Jagdish Kumar Arun	HOD, Pharmacy	9887031425
59.	Ms. Bhoomika Badlani	HOD, Development Studies	9929445901
60.	Mr. Deepak Prasad	HOD, JMC	9555432008
61.	Dr. Muhilan Mahendhiran	Acting HOD, ABM	9360180329
62.	Prof. (Dr.) Mala Mathur	Coordinator, 1 st Year Engineering	9414424460