



Om Sterling Global University, Hisar

INFORMATION
BROCHURE
2019-20

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ABOUT OM STERLING GLOBAL UNIVERSITY, HISAR

Om Sterling Global University was established in March, 2019 and dedicates itself to achieve its vision, mission and objectives through academic excellence in all spheres of knowledge. The OSGU, spread over 30 acres of fully-developed institutional land, has a lush green campus with modern infrastructure and excellent academic atmosphere. In line with its vision and mission, the campus has been designed and developed with great sense of aesthetics to provide eco-friendly environment and ambience to stimulate hunger for learning. As a temple of education, this University aims at producing world class academicians and leaders in all spheres of life by embedding in its students high moral values, commitment to excellence, and zeal for incessant pursuit of knowledge.

Vision

Om Sterling Global University shall aim at creating a special identity in the field of health sciences with focus on improving the quality of life.

To evolve as one of the best private self-financing multi-faculty university fully focused on producing globally acceptable manpower through internationally benchmarked academic practices and applied research invoking ancient Indian ethos and value system.

Mission

- ❖ **To create state-of-the-art infrastructure specially well-equipped labs to ensure skill oriented learning in a pleasing environment.**
- ❖ **To engage qualified and industry experienced faculty members fully capable of mentoring young ignited minds, evolving as per needs of the time.**
- ❖ **To develop curricula with right mix of knowledge, skills, attitude and behavior fully aligned with the world of work.**
- ❖ **To create the disseminate knowledge leading to technology transfer for the benefit of society.**
- ❖ **To create vibrating network with industry, academia, society and the governments for sustainable development.**
- ❖ **To contribute effectively to job creation with focus on promoting entrepreneurship through schemes like Make in India, Startup India, Digital India etc.**



Core Values

Our Core Values

Built on the Vision that education serves as a keystone in improving society and building better future for all, we are committed to our Core Values of :

- Excellence
- Ethics in Work and Behavior
- Dignity
- Diversity
- Student focus – Be Adventurous, Creative and Open-Minded
- Collaboration and Public Engagement
- Be Passionate and Determined
- Be Humble

Our mission is to create leaders, winners and achievers in a competitive scenario. Leaders who inspire a vision, winners who set positive paradigms of action and achievers who have the will and the strength to make a difference in the global society.

International Edge

International Edge

OSGU has always believed in making their program curriculum truly global. In a unique collaborative effort with some of the best universities in the world, students from OSGU will be taught by some of the most reputed faculty members from India and abroad. Our Tie-up with some reputed Universities overseas will afford a unique opportunity to our students to avail of the facilities of Students Exchange Program, Twining Program, etc.



The Visionary
Dr. Punit Goyal
Chancellor

It is a pleasure to welcome you to The Om Sterling Global University, a progressive thinking of higher learning that meets your aspirations and prepares you for the future workplace. The learning methodology integrates multidisciplinary and interdisciplinary global pedagogy across Engineering & Technology, Architecture & Planning, Legal Studies, Management & Finance, Applied Sciences, Yoga & Naturopathy, Pharmaceutical Sciences, Teacher Education and Para-Medical Sciences.

The University promotes creativity, innovation, provides opportunities for experimentation, critical analysis, rational Thinking and learning by doing real work .We strive to achieve excellence in education with the objective to bring glory to our Nation. Our mission is to maintain a dynamic balance between theoretical knowledge and practical training, as also between professional ethics and technical expertise. To ensure the all-round development of our students, our goal is to provide avenues of growth in all aspects of one's personality. In today's world, globalization

is swiftly mounting, bringing with it extended individual mobility; entrance to knowledge across borders; increased demand for higher education, growing universal investment; and increased needs continuing education. The time undoubtedly belongs to the men and women of potency and excellence in professional fields. The Om Sterling Global University has been established to nurture and cultivate young minds in the pursuit of knowledge with the saying "education is a leading out of what is already there in the pupil's soul."

I believe in the great pool of talent that our youth have and we strive to empower you with knowledge, skills, abilities and the attitude that will enable you to win deals, drive decisions and determine the future.

In a nurturing environment we inspire innovation, encourage entrepreneurship and create a youth capital capable of transforming society. The University has global alliances with highly reputed academic institutions and industrial Organizations for collaborative academic and research work as we believe in preparing leaders who can contribute to national and global economies. Besides academics the University provides excellent physical infrastructure and support to pursue sports, hobbies and co-curricular activities for your holistic growth and development. The University will groom you with skills for lifelong learning and continuous development, inculcate values in you to be a good human being, a responsible citizen who, through your impactful work, will leave footprints on the sands of time'. As a prospective student, parent or guardian I wish to assure you that if you have the will, our team of distinguished and dedicated faculty will help you take the giant leap from the classroom to the real world and help you realize your dream.

I positively believe that for the freedom of individual development and Intellectual progress, Education is one of the Human Resource enlargement strategies, a potent tool for peaceful social transformation and for overall development and prosperity of any nation. It should be free from chains of ignorance, bigotry and baseless belief. Education is an essential catalog of human development. Committed to excellence, OSGU seeks to educate our students to be responsible, forward looking and creative citizens of the world so that they can start earning while learning and soon after completing their studies, they may be able to employ themselves gainfully either as self-employed or are well equipped and trained to get employment globally.

The responsibility of the Om Sterling Global University in the context of changing scenario is not only confined to imparting education but also to forecast the future needs of economy. The curriculum and practical training at the Om Sterling Global University, therefore, always keep in view the emerging global opportunities in business and employment.



The Futurist

Dr. Poonam Goyal

Pro Chancellor

We empower you with requisite skills to enhance your employability, confident to explore new opportunities and confront challenges in the emerging future. We have developed a collaborative environment conducive to learning, exposure to the best international practices and promotion of innovation and creativity that has enabled the University to be recognized as a premier centre of higher learning.

Om Sterling Global University is not only the place of regular routine type of study, it is moulded with variety of combinations like indoor and outdoor games, sports, debate, discussion, seminar, performances & not the less developing all other human qualities with the highest Endeavour of our renowned qualified faculty, all of them are the milestones in the field of education who are pursuing the world standard syllabuses for the students.

Education is a rope that can carry us up the path of Greatness. Educated citizen means educated nation which give result to a Global Accomplishment. We should foster Quality Education which not only imparts knowledge but also inculcates positive human values viz. honesty, fidelity, truthfulness, respect, compassion, humility, care and responsibility. Education is an indispensable part of our life which actually enlightens us so that darkness of ignorance can be surmounted by the luminous light of knowledge. I determinedly believe that Ability is what you are capable of doing; Motivation determines what you do and Attitude determines how you will do and fervently want to steer up my blooming buds that your Ability will be illustrated by your performance; your Motivation will be your Gurus and your Attitude is being justified by your spectacular and awe-inspiring performance all over the globe.

The highly sophisticated products of the institute are versatile with reputed figure employed every nook and corner of the country and round the world. All the loving students are our kingpin; here they are helped financially at all levels of education. We nourish them with our kindness and love. The campus is in the lap of nature. They enjoy the enriched library, hygienic cafeteria, world class sports facilities etc. The group is ever ready for the students to learn and innovate new dimensions. Parents are also satisfied with our attention & devotion.

Our University opens up vistas of incredible academic world in disseminating quality education in pursuit of excellence. The University is relentlessly grooming the buds with the professional soft skills and is the architect of the innovators who will lead in all walks of life.

Our prime goal is to open the doors of Quality Education which is not only a right but a passport to human development and OSGU is offering these opportunities as students are future nation builders. I welcome all my students to this erudite family of Om Sterling Global University where you can shape up your character and career.

Vice Chancellor Message

Dear Students,



Om Sterling Global University, a brainchild of a visionary, an educationist and a philanthropist provides exceptionally congenial academic environ for incubation of future catalysts to outperform global benchmark. The University has carved out a niche among the comity of Universities to provide a distinct platform to blossom students as diversified human assets. Embedded in the guidance of highly qualified faculty and rooted in the pursuit of intellectual excellence, it attempts to unlock inquisitiveness for experiential learning fostering quality leadership and entrepreneurship. We ignite the passion in students and churn them out as a brigade of change leaders. Higher education in India has been passing through a turbulent phase. It has been widely blamed for lacking in dissemination of quality education adding into a vast pool of skill-deficit. A vibrant and vigorous youth ends up mostly with a piece of paper in his hand deficient to contribute his/her mite in the socio-economic milieus of the nations and the world. In this modern age of pervasive turmoil it's a matter of growing concern that majority of the available pool of candidates hardly match the industry requirements. It has been observed that the gap between higher education and employment has been widening over the years. This points out to the challenges of functionality of output and maintaining the quality and standard in academia. The basic fabric of knowledge has to be capable of qualitative and effective capacity building as quality alone can drive the change. We have been meticulously redesigning our value delivery system through process of ongoing transformation.

Students are our brand ambassadors and for holistic development of our students, the University not only provides a vibrant and positive ambience but a well-equipped library, sports, clubs and extracurricular facilities etc. to facilitate them. We constantly update programmes and course content to meet the challenge of grooming professionals and making them industry ready by equipping them with the required technical and soft skills. Since we believe in holistic development, we offer various platforms to showcase talent and creativity at both national and international levels. Our students get opportunities to take part in sports and other activities and have been applauded both nationally and internationally. We attract the best minds towards teaching and research so that our graduates are a force to reckon with in the new, interconnected and borderless world of the new millennium. Our faculty always guides and motivates the students to participate in research, scholarly and creative activities at all times.

I extend a hearty welcome to all the students to step in this temple of learning and fly on the wings of their career and ambition.
Stay Blessed!!!

Emeritus Prof. (Dr.) Devendra Pathak
Vice Chancellor
Om Sterling Global University

Dean Research Message

It gives me immense pleasure to welcome you to Om Sterling Global University (OSGU) where academics and activities go hand in hand as students are groomed to evolve as balanced personalities in the fields of engineering and technology, science, commerce, humanities, management, health sciences, multi-media, architecture and many more other streams. Our dedicated team of highly talented Faculty are always striving for academic excellence and inculcating the same spirit among our students for overall personality development. The major emphasis while imparting training at OSGU is to encourage the quest for knowledge and innovation among our students and lay a strong foundation for a future where they are able to face global challenges in a rapidly changing scenario.

Here at OSGU, we try to mould our students with strength of character, self-confidence, technical competence and leadership in management so as to transform them into insightful and honorable citizens of this great nation. The academic ambience at this University nurtures critical-thinking as our students gain in depth knowledge and practical skills through industry-oriented curricula and innovative instructional practices. Backed by multidisciplinary teamwork approaches and leadership-building experiences including get-together events, seminars and workshops, students are more than equipped for future leadership roles once they step out of college to face the world at large.

By choosing OSGU and selecting us to be your learning partner, you have taken the first step in becoming an educated and conscientious member of the society. Throughout your journey and stay here at Om Sterling Global University, please remember that you are not alone in this endeavor. Your professors, advisors, mentors, staff members and the administration are there to help you realize your goals and ambitions. They would want you to be successful and make your mark in public life, but the same can only be achieved if you are committed and have a positive attitude towards life. We look forward to partnering with you in shaping your future during the most exciting period of your life and would like to ensure that your years at our campus are filled with cherishable memories.

With very best wishes for a richly rewarding career.

Dr. A.K. Sharma
Dean (Research)
Om Sterling Global University

GOVERNING BODY

- | | |
|--------------------------------|--------------------------------------|
| 1. Dr. Punit Goyal | Chancellor, OSGU, Hisar |
| 2. Prof. (Dr.) Devendra Pathak | Vice-Chancellor, OSGU, Hisar |
| 3. Secretary Education | Higher Education, Govt. of Haryana |
| 4. Dr. Poonam Goyal | Pro-Chancellor, OSGU, Hisar |
| 5. Dr. B.D. Chaudhary | Retd. Chief Scientist, CCSHAU, Hisar |
| 6. Smt. Ravi Kanta | Academician |
| 7. Smt. Amita Jain | Academician |
| 8. Dr. Amit Choudhary | Ayurvedic & Yoga Specialist |
| 9. Dr. Virender Goyal | Educationist, Kurukshetra |
| 10. Mr. Pankaj Jain | Finance Expert |

ADVISORY BOARD

1. Dr. Binod Kumar, Ph.D (Illinos, USA)
Ex-Dean, IIM Kolkata
2. Dr. V.K. Srivastava,
Ex-Dean, IIT Kanpur and IIT Delhi
3. Dr. H.M. Gupta,
Dean, Deptt. of EEC, IIT Delhi.
4. Dr. BBL Madhurkar,
CMD, MMTC, Govt. of India, New Delhi.
5. Dr. Petar Kolar,
Director, Environmental Engineering and Agriculture, Szent Istvan University, Hungary.
6. Dr. Anand Parkash Gupta,
Ex-HOD, Deptt, of Management, IIT Ahmadabad.
7. Dr. S.K. Jain,
HOD, Deptt. of Management Science, IIT Delhi.
8. Dr. K.C. Pathak,
Joint Secretary (Retd.) UGC.
9. Dr. Rakesh Sehgal,
HOD, Deptt. of Computer Science and Engineering, NIT Hamirpur.
10. Prof. Celia Desmond,
Head, Deptt. of Electrical & Electronics Engineering, Queen's University,
Ontario, Canada.
11. Prof. Davis Rose,
University of Queensland , Australia.
12. Prof. (Dr.) S.P. Singh,
Ex-VC, Veer Kumar Singh University, Arrah, Bihar.
13. Dr. Shailendra Singh,
Director, IIM Ranchi.
14. Dr. Sanjeev Mishra,
ICAS Financial Advisor, BSF, Govt, of India, New Delhi
15. Dr. R.K. Khandal,
Former Vice Chancellor, Dr. A.P.J. Abdul Kalam Technical University, Lucknow
16. Prof. Raj S Dhankar, former Vice Chancellor of Maharshi Dayanand University, Rohtak

17. Prof. Victor Gambhir, Vice Chancellor, MMU, Mullana
18. Dr. Kuldeep Singh Dhindsa, Member Selection Committee, DRDO, Professor (Retd.), CCSHAU, Hisar
19. Dr. B.D. Chaudhary, Retd. Chief Scientist, CCSHAU, Hisar
20. Dr. Virender Goyal, Educationist, Kurukshetra
21. Dr. S.K. Arora, Retd. Principal, M.L.N. College, Yamunanagar
22. Mrs. Andrea Kucerova, Deputy Chief Ambassador, Czech Republic
23. Dr. Valentina Emilia Balas, Professor, Aurel Vlaicu University of Arad, Romania
24. Er. Nitin Goyal, President - Enterprise Solution, Daffodil Software Ltd.
25. Mr. Mukesh Gupta, Chartered Accountant & Financial Consultant, Hisar

About Hisar – The Land of Historical Significance

Hisar previously spelled as Hissar, is a city in the state of Haryana, in northwestern India, and it is also headquarters of Hisar District. Hisar was founded as Hissar-e-Firoza by Firoz Shah Tughlaq in 1354 A.D. It is a major centre of higher education and research with three Universities of the State, a number of research institutions, degree colleges, breeding farms and a growing industrial environment. An Army Cantonment located in Hisar enriches its cultural life. Hisar has three Universities; CCSHAU, LUVAS and GJUS&T. Stainless steel manufacturing plants (Hisar is known as Steel City), Asia's Largest automobile repair and spare parts market in terms of radius and area are located in Hisar. HARSAC Haryana Space Applications Centre of Department of Science and Technology, Haryana is situated in the Chaudhary Charan Singh Haryana Agricultural University Campus.

The city has many places for visit like Agroha, Gumbad, Rakhigarhi Mound and Gujri Mahal (Palace) built by Firoz Shah Tughlaq, for his wife Gujri. National Research Centre on Equines (NRCE) Sirsa Road, Hisar - a premier institute for research and development in equine sector, National Institute on pig breeding and research located on Sirsa road and National Institute on buffalo breeding and research located on Sirsa road, are other places for visit. It is situated around 166 kms. from Delhi on the NH-9 and at a distance of about 230 kms. from Chandigarh on NH-52. It is well connected with rail and road routes. Om Sterling Global University campus is about 12 km away from bus stand and 13 km away from railway station. Hisar Airport is located around 12 kms. from the University campus. It is 165 kms. from Indira Gandhi International Airport, New Delhi and 280 kms. from the capital's Chandigarh International Airport.

Why OSGU- Walk in and Watch the difference

- The University campus presents a spectacular harmony in architecture and natural beauty, incorporating unique topological features, several departmental buildings and administrative block. The lush green campus provides the perfect ambience and atmosphere for learning.
- Reputed Professional disciplined work culture for quality education.
- Content beyond Syllabus for learning latest technological trends.
- Effective Teaching- Learning Process.
- Digital Library with dedicated server having VODs from NPTEL and a sufficient amount of e-study material.
- Continuous Assessment of Students, Regular Teacher- Guardian Interaction and Career Counseling.
- Excellent University Results, University merit position of students.
- Rewards and Scholarships to meritorious Students, Special attention towards weak students and financial help to needy students.
- IIT Mumbai remote center set up at OSGU campus for National Mission on Education through ICT for empowerment of students. Faculty from OSGU regularly visits various IITs for training on latest technological trends.
- Aakash Project Centre of NMEICT- IIT Mumbai.
- Incubation centre at campus of Daffodil Software Ltd.
- OSGU is a partner in various Industries - Academia Programmes of reputed companies. The skill development programs are organized for students to enhance the employability.
- International Relation Office (IRO) to look after activities such as student /staff exchanges and visits and collaborative initiatives.
- Expert Guest Lectures, Industrial Training Tours, Seminars and workshops for right aptitude development of students.
- Professional Society Activities and Entrepreneurship Development Programs for students.
- Campus- Recruitment Training & Personality Development Programmes for students.
- Dedicated Training & Placement Cell.
- In-House Publication Company and International Research Journal.
- Computing facility of about 1000 computers is available for students with internet connectivity, which is also used for on-line examination. Wireless connectivity is provided in campus and hostel.
- Auditorium & Seminar Halls with state of the art multimedia systems.
- On campus air cooled boys & Girls hostel with a capacity of 400 students with facilities such as ultra modern gymnasium, library and 24 x 7 internet connectivity and power back up.
- Transport Facilities available from Bhiwani, Hansi, Hisar, Sirsa, Fatehabad, Adampur, Agroha, Ratia, Tohana, Bhuna, Uklana, Barwala, Narwana, Narnoud and Jind.
- Almost Free Education for SC/ ST students (As applicable in PMS and SC/SP Schemes).
- Wi-Fi, EPBEX, LAN and Internet connectivity throughout the campus.
- Special Scholarship plans for girl students.
- Outdoor & Indoor Sports Facilities.
- Yoga and Spiritual Classes.
- Ultra Modern Cafeteria.
- Ragging Free Campus.

Infrastructure at OSGU

CENTRAL LIBRARY

The central library of the Campus is Air Cooled and fully computerized with a seating capacity of 250 readers. The collection comprises Books, CD's, Videos, Thesis, Standards and Back Volumes in all Campus Libraries. An extensive collection of more than 30000 books, including regular periodicals, journals are available. Digital library section is the heart of central library. Book bank facility is also available for the students.



COMPUTING & INTERNET FACILITIES

OSGU is equipped with sophisticated computer labs with about 1000 high quality machines. Facilities like printers and scanners are provided. High speed Internet facility is available with dedicated 1:1 bandwidth from different ISPs.



HEALTHCARE FACILITIES

In order to ensure students well-being, OGI has tie-ups with renowned hospitals to take care of any kind of emergency. The OGI has a well-equipped dispensary for the first aid and minor medical services.



CENTRAL WORKSHOP

A basic training in central workshops satisfies the degree requirement for engineering during their first & second semester. The college workshop also undertakes repair and maintenance work of all the departments. The facilities for the fabrication of projects and other research and development activities are being provided in the workshop.



CAFETERIA

OGI has an excellent double story Cafeteria with indoor seating capacity of more than 200 students. A healthy mind can only reside in a healthy body. Hence, the cafeteria has menus that are designed by a team of professional dieticians, and offer nutritious and wholesome food to ensure a well-balanced diet.

CONFERENCE ROOMS AND AUDITORIUM

OGI provides state-of-the-art conference halls with a 120 seating capacity in each department and auditorium with a 600 seating capacity that act as a common ground for students, faculty and corporate personalities for regular interfaces, conferences and other events.



TUCK SHOP

OSGU provides the provision for tuck shop to cater the basic needs of the students.

CLASSROOMS

The spacious, amphitheatre-style classrooms in provide the most conducive atmosphere for focused discussions and are augmented with integrated audiovisual teaching aids for lectures, presentations etc.



Creativity and Innovations

The University strives to impart latest knowledge and skills so as to kindle innovation & creativity among students, to establish a culture of research while promoting values, ethics and professionalism, leading to a progressive career in industry & academia globally. The University has state of the art education aids, visual laboratories and competent faculty ensuring effective teaching learning process to meet the ever growing and changing industrial and business environment. The whole learning process is designed in a way so as to continuously challenge the young minds with ideas, to carry out innovative research through interaction with the research organizations & industry and to provide them avenues for recognition by participation in challenging platforms.

E-workshops are conducted by IIT Bombay and IIT Kharagpur under the National Mission on Education through ICT (NMEICT), funded by the Ministry of Human Resources Development, Government of India, for Empowerment of Students and Teachers through Synchronous & Asynchronous Instruction. This project envisions empowerment of teachers, through workshops conducted for thousands of teachers at one go, using a unique blend of technology and an innovative pedagogy. Various workshops conducted at campus are Aakash for Education Main Workshop, Engineering Thermodynamics Main Workshop, Database Systems Main Workshop, Analog Electronics Main Workshop, Engineering Mechanics Main Workshop, Signal & Systems Main Workshop, Fluid Mechanics, Computer Programming, Computer Networking, and Cyber Security.

OSGU is a Remote Centre of IIT Bombay for CDEEP (Centre for Distance Engineering Education Programme) to Provide quality IIT education to its students through Extended Live Class room. In Extended Live Class room, the students of OSGU can receive live lectures from IIT Bombay through satellite and can interact live with IIT Bombay instructors during the lectures. The students are also eligible to participate in the Learning Management System (LMS) of IIT Bombay for the course.

TCS iON Digital Zone is located at OSGU campus. It comprises a suite of offerings that supports academic and administrative processes. The TCS iON Exam Process Management Solution addresses three transactional phases: Smooth Enrolment and Registration, Ease of Reports at Pre Examination Stage and Faster Result Generation at Post Examination Stage. The various kinds of online examination such as GATE, UGC NET, PMT, JEE, AIEEE, IIT, AIIMS, IBPS, etc. are held at TCS iON Digital Zone.

OSGU's Schools

The Om Sterling Global University shall have the following schools.

- (i) School of Engineering & Technology
- (ii) School of Management & Finance
- (iii) School of Architecture & Planning
- (iv) School of Pharmaceutical Sciences
- (v) School of Legal Studies
- (vi) School of Applied Sciences
- (vii) School of Teacher Education
- (viii) School of Para-Medical Sciences
- (ix) School of Yoga & Naturopathy

School of Engineering & Technology

School of Engineering & Technology (SET) has demonstrated its excellence in research, through a combination of strong academic and research activities. All the programs of SET follow semester system and curriculum for



Teaching & Learning methods involves not only class room learning but also incorporates practical learning through invited guest lectures, internships, industrial visits, industry based projects and hands on training by professional trainers. Continuous evaluation process involves class tests, Quiz, Assignments, Seminars and Presentations on Case Studies, Surprise Test, GDs etc. The main focus is on Practical Learning using Project as part of curriculum, Project Labs, Spoken Tutorial Lab, Online Test, Onsite Learning, Participation in Competition, Regular Review of Projects. SET has fully equipped E-classrooms, Intranet with Faculty PPT subjects, Online Expert Lecture (Spoken Tutorial), E-Journals with easy access and On-line discussion forum (with Google Hangouts).

SET is a prestigious school of higher learning producing meritorious students with excellent career growth. The students get the best of opportunities in the form of highly advanced courses, eminent faculty members, well equipped laboratories, library, hostels and immense facilities to excel in research and innovation.

1. Continuous program/ course improvement through self/ outside assessment of program educational objective and student outcomes.
2. New initiatives and programs with changes in Technology and global interdependence, while serving society and commitment through technology solution.
3. Exposure to current trends & technologies, practice by the industry strong industry liaison.
4. Quality assurance by in house IQAC cell of academic programs through interdisciplinary accreditation.
5. Commitment to delivery of knowledge through innovative teaching methodologies.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	Diploma - Fire Safety	1 year	12th or its equivalent with 50 % marks	30	40,000/-
2	B. Tech/ B. Tech (LEET) - CSE, EE, ME, Civil, PP	4 years/ 3 years	12th grade or equivalent with Physics, Chemistry & Mathematics with minimum of 50% marks/ Diploma Engineering and Technology/B.Sc. Degree and 12th with Mathematics with 50% marks	60 each except PP 30	75,000/-
3	MCA	3 years	BCA/ B.Sc./ B.Com./ B.A. with Mathematics at 12 th or Graduation level with 50% marks	30	60,000/-
4	BCA –MCA Integrated*	5 years	12th or its equivalent and 50% marks	30	60,000/-
5	M. Tech. - CSE, ECE,EE,ME, CIVIL	2 years	Bachelor Degree of concerned Engg. Branch with 50% marks	18 each except EE & Civil 24 Each	75,000/-
6	Ph. D - CSE, ECE, EE, ME, Civil	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12 each	1,00,000/-

* Courses to be started in 2020-21 session

School of Management & Finance

The School of Management & Finance (SMF) has made a mark in strengthening its thrust areas like Marketing, Finance, Human Resource, International Business, Accounting, and Operations with the latest curriculum. The faculty enriches the teaching learning process through practical interventions of experienced corporate executives from time to time. Majority of the faculty members have Ph.D level qualifications and are therefore, engaged in guiding research and undertaking independent research projects. A good number of quality research papers, case studies and chapters in edited books have been contributed by the faculty members.

The School is committed to impart the highest quality of education and exposure to help in developing the next generation of business leaders with global outlook and capability to adapt the fast changing business environment of India and the world at large. The prime emphasis in imparting learning is on real time learning through student interactive sessions, live projects and case study analysis suitably supported by digital technology.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	Diploma in Tally & Accounting	1 year	12th or its equivalent with 50% marks	30	30,000/-
2	BBA	3 years	12th or its equivalent with 50% marks	30	35,000/-
3	B. Com , B.Com(Hons.)*	3 years	12th with Commerce or its equivalent with 50% marks	25	35,000/-
4	MBA	2 years	Bachelor Degree minimum of 3 years with 50% marks	60	60,000/-
5	BBA –MBA Integrated *	5 years	10+2 or its equivalent with 50% marks	30	60,000/-
6	M. Com	2 years	B.Com./ B.B.A./ B.B.S. or another equivalent degree with commerce subjects & minimum of 50% marks	30	60,000/-
7	Ph.D - Management, Commerce	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12 each	1,00,000/-

* Courses to be started in 2020-21 session

School of Architecture & Planning

The School of Architecture and Planning (SAP) is committed to pursuing excellence in Architecture and Planning education along with innovation, Creativity and Integrity. The unique strength of SAP lies in teaching methodology by involving the students with a high interactive approach; the ethos is 'Learning by Doing'. This school has created an Environment of academic Excellency, stability and flexibility to meet challenges of the twenty-first century. We believe in providing a comprehensive education where students are given opportunities to develop their creativity, intellectual competence. Our dedicated and competent faculties committed to mentor and motivate the budding Architects to develop positive attitude and a passion for lifelong learning in order to face the challenges of a changing world.



Laboratories —Carpentry and Model Workshop, Furniture & Product Design Workshop, Surveying & Building Material Lab, Ceramics Lab, Exhibition display studio, Design studio (The lab is beset with all the basic systems required to create the architectural and design projects). Computer Lab-The lab has been established to cater to the requirements of the majority of students in for computerized planning and designing with AutoCAD-2D and 3D, 3DS Max Studio, Sketch up etc.

S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	B. Arch	5 years	12th with Physics, Chemistry and Mathematics/ Diploma with Mathematics with 50% aggregate and NATA/ Any Aptitude Test qualified	20	75,000/-
2	B. Planning	4 years	12th or its equivalent with Mathematics & 50% marks	20	55,000/-
3	Bachelors of Fine Arts	4 years	12th or its equivalent with 50% marks	50	45,000/-
4	M. Arch	2 years	Bachelor Degree in Architecture with 50% marks	20	90,000/-
5	M. Planning	2 years	Bachelor Degree in Planning/ Architecture/ Civil Engineering OR Master Degree in Geography/ Economics/ Social Sciences or equivalent Degree with 50% marks	20	80,000/-
6	Masters of Fine Arts	2 years	BFA or any equivalent Bachelor Degree with Fine Arts & 50% marks	30	60,000/-
7	M. A. Fine Arts	2 years	Bachelor Degree with subjects of Fine Arts or equivalent with 50% marks	30	60,000/-
8	Ph. D - Architecture & Planning, Fine Arts	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12 Each	1,00,000/-

School of Pharmaceutical Sciences

The School of Pharmaceutical Sciences (SPS) focuses on dealing with the chemistry/action of drugs and its preparation in medicines. It also includes the study of diseases and choices of treatments used to cure it. Comprehensive in scope but relatively small in size, both provide excellent opportunities for advanced studies in a supportive and nurturing environment. Our diverse graduate community includes outstanding faculty and students from around the globe, and their cutting-edge research and scholarship reflect tremendous vitality, impact and significance.

The School prepares and grooms the Pharmacists to take up the challenges at various positions available in India as well as abroad in various pharmaceutical companies, government organizations like FDA- India, Drug Control, Research & Development Laboratories, etc. and in several well known academic institutions.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	D. Pharmacy	2 years	12 th or its equivalent with Physics, Chemistry & Biology/ Mathematics and 50% marks	60	65,000/-
2	B. Pharmacy	4 years	12 th or its equivalent with Physics, Chemistry & Biology/ Mathematics and 50% marks	60	65,000/-
3	Ph. D - Pharmaceutical Sciences	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12	1,00,000/-

School of Legal Studies

The School of Legal Studies (SLS) attracts bright young men and women who aspire to meaningfully contribute to the legal profession. The nation needs competent practitioners of law, ensuring the public access to justice. For in-depth research, facilities include a Learning Resource Centre, a well-stocked library, and e-library facilities for journals and articles in digital form. The faculty encourages students to have spirited discussions and debates in classrooms, common rooms, and moot court. Students become conversant with the complexities of law at the Legal Aid Clinic, and a Social Consultancy Centre. The career-based approach is adopted that delivers client-focused lawyers eager to make a mark in litigation, judicial services, teaching, research, and social advocacy.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	LL.B (Professional)	3 years	Bachelor Degree of 3 years or its equivalent with 50% marks	120	45,000/-
2	B. A..LL. B	5 years	12 th or its equivalent with 50% marks	180	45,000/-

3	B.B.A.LL.B.*	5 years	12 th or its equivalent with 50% marks	180	45,000/-
4	B.Com.LL.B. *	5 years	12 th with Commerce or its equivalent with 50% marks	180	45,000/-
5	B.Tech.LL.B. *	6 years	12 th (PCM) or its equivalent with 50% marks	180	75,000/-
6	LL. M	1 year	LL.B. with 50 % marks	30	80,000/-
7	Ph. D - Law Studies	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12	1,00,000/-

* Courses to be started in 2020-21 session

School of Applied Sciences

The School of Applied Sciences (SAS) is one of the leading faculty of the University in terms of research and teaching, comprising various major departments such as physics, chemistry, mathematics and computer science.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	B. Sc. – Medical, Biotechnology*	3 years	12 th or its equivalent with Physics, Chemistry & Biology and 50% marks	50	40,000/-
2	B. Sc. - Non Medical	3 years	12 th or its equivalent with Physics, Chemistry & Mathematics and 50% marks	50	40,000/-
3	B. Sc. - Home Science	3 years	12 th or its equivalent with 50% marks	25	40,000/-
4	B. Sc. (Hons.) – Botany*, Zoology*, Microbiology*	3 years	12 th or its equivalent with Physics, Chemistry & Biology and 50% marks	50	40,000/-
5	B. Sc. (Hons.) – Agriculture	4 years	12 th examination with Science/ Agriculture with 50% marks	360	65,000/-
6	BCA	3 years	12 th or its equivalent and 50% marks	30	35,000/-
7	B. Sc. - Computer Science, Textile Design	3 years	12 th in Non-Medical or its equivalent with 50% marks	30 each	45,000/-
8	M. Sc. - Computer Science, Textile	2 years	Bachelor Degree in relevant discipline with 50% marks	30 each	55,000/-
9	M. Sc. - Physics, Chemistry, Maths, Botany, Home Science, Agriculture	2 years	Bachelor Degree in Science with relevant subject with 50% marks	30 each	80,000/-
10	M. Sc. – Zoology*, Microbiology*, Biochemistry*	2 years	Bachelor Degree in Science in concerned stream or equivalent with relevant subjects & 50% marks	30 each	80,000/-
11	Ph. D - Physics, Chemistry, Mathematics, Botany, Home Science, Agriculture, Zoology*, Microbiology*, Biochemistry*	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12 each	1,00,000/-

* Courses to be started in 2020-21 session

The Faculty has well-developed computing facilities and well-equipped laboratories. Academic staff is highly qualified and many are nationally and internationally acknowledged for their contribution to engineering, science and technology.

School of Teacher Education

The School of Teacher Education (STE) conducts practice-oriented course which aims to produce high-quality graduates through an integrated program of the latest educational theory with professional experience in every year. Students continually develop teaching competence throughout the entire degree by putting what they learn in the classroom into practice through the professional experience component of the course. The courses are designed for students who want the benefit of extensive and diverse professional experience opportunities.

Students also study innovative teaching methods in the key learning areas and have a wide choice of electives in which to add depth of study in fields of interest.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	B. LIB	1 year	Bachelor Degree or its equivalent with 50% marks	25	35,000/-
2	B. A.	3 years	12th or its equivalent with 50% marks	50	35,000/-
3	B.A. B. Ed.*, BBA B.Ed.*, B.Com. B.Ed.*, B.Sc. B.Ed.*	4 years	12th with relevant subjects or its equivalent with 50% marks	60 each	50,000/-
4	B.Ed.*	2 years	Bachelor Degree or its equivalent with 50% marks	60	50,000/-
5	B.P.Ed.*	2 years	Bachelor Degree or its equivalent with 50% marks	60	50,000/-

6	M. LIB	1 year	B.Lib or its equivalent with 50% marks	30	70,000/-
7	M. A. - English, Hindi	2 years	Bachelor Degree in Arts/Commerce/Science with relevant subject with 50% marks	30 each	70,000/-
8	M.Ed.*	2 years	B.Ed. or its equivalent with 50% marks	30	70,000/-
9	M.P.Ed.*	2 years	B.P.Ed. or its equivalent with 50% marks	30	70,000/-
10	Ph. D - Library & Info. Science, English, Hindi, Education	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12 each	1,00,000/-

* Courses to be started in 2020-21 session

School of Para-Medical Sciences

The School of Para-Medical Sciences (SPMS) has been successfully running Undergraduate, Postgraduate in Physiotherapy keeping in view the recent advances in the Physiotherapy curriculum and research. The department follows the latest prescribed curriculum at par with the international standards and in accordance with the needs of the industry. The department is well supported by well equipped physiology, Anatomy, Biochemistry, Exercise Therapy, Electrotherapy, Manual Therapy and Isokinetic labs to provide students ample practice of tests and procedures.

Nursing is a practice oriented profession and therefore, SPMS gives opportunity for students to learn by caring. It has highly qualified faculty and excellent infrastructure with most advanced facilities which provide a wholesome experience in nursing education for enhancing their practical skills. Nursing is a unique profession, whose primary focus is care of the sick and managing preventive, promotive and rehabilitative health needs of clients.

The SPMS has excellent laboratories in biochemistry and biotechnology departments. Well-developed centers have all sorts of testing facilities for analyzing complex biological species. The main objective is to train the students regarding human health and various environmental issues as well as provides solid knowledge of anatomy, animal biology, plant biology, virology etc. for the better understanding of living world sustainability.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	ANM	2 Years	12th or its equivalent with 50% marks	60	37,000/-
2	GNM	3 Years	12th in Science or its equivalent with 50% marks	60	60,000/-
3	Diploma in Vocational Sciences - Health Assistants, Radiotherapy, Radiography & Imaging Technology, OT & Anesthesia Technology, Optometry, MLT	3 Years	10th or its equivalent with 50 % marks	30	37,000/-
4	B. Sc. – Nursing	4 Years	12th in PCB or its equivalent with 50% marks	60	70,000/-
5	Post Basic B. Sc. – Nursing	2 Years	GNM after 10+2 or equivalent with Science subjects with 50% marks	60	60,000/-

6	B. Sc. - Radiography & Imaging Technology, Radiotherapy, Optometry, Medical Lab Technology, OT & Anesthesia Technology	3+1/2 Years	12th in PCB or its equivalent with 50% marks	60 each	65,000/-
7	Bachelors in Physiotherapy	4+1/2 Years	12th in PCB or its equivalent with 50% marks	60	65,000/-
8	M. Sc. Nursing	2 years	B.Sc. Nursing or its equivalent with 50% marks	30	100,000/-
9	Master in Physiotherapy	2 years	Bachelor in Physiotherapy or its equivalent with 50% marks	30	80,000/-
10	Ph. D Nursing	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12	1,00,000/-

School of Yoga & Naturopathy

The School of Yoga & Naturopathy (SYN) is conducting various programs in the field of yoga. There are various job opportunities both in private and public sectors. The school is also conducting many activities for promotion, propagation and research of yoga.



The philosophy of Yoga is practical and applicable in our day-to-day living. The most common benefit of yoga practice is the sense of well-being at all levels of our existence.



S. No.	Discipline	Duration	Eligibility	Intake	Annual Fee (Rs)
1	Certificate - Yoga & Naturopathy	6 months	12th or its equivalent with 50% marks	30	17,500/-
2	Diploma - Yoga & Naturopathy	1 year	12th or its equivalent with 50% marks	30	40,000/-
3	B. Sc. - Yoga & Naturopathy	3 years	12th or its equivalent with 50% marks	30	65,000/-
4	B. Ed. - Yoga Education*	2 years	Bachelor degree or its equivalent with Yoga with 50% marks	60	65,000/-
5	M. A. – Yoga	2 years	Bachelor degree or its equivalent with Yoga with 50% marks	30	80,000/-
6	M. Ed. - Yoga Education*	2 years	B.Ed. in Yoga Education with 50% marks	30	80,000/-
7	Ph. D - Yoga & Naturopathy	3 years	Masters in relevant Discipline or equivalent Degree with 55% marks	12	1,00,000/-

* Courses to be started in 2020-21 session

Note: 5% Relaxation of marks in eligibility to SC candidates.

Academics & Research

The doctoral program in various disciplines such as Computer Science & Engineering, Electronics & Communication Engineering, Mechanical Engineering, Civil Engineering, Electrical Engineering, Management, Commerce, Architecture & Planning, Fine Arts, Pharmaceutical Sciences, Law Studies, Physics, Mathematics, Chemistry, Botany, Home Science, Agriculture, Zoology*, Microbiology*, Biochemistry*, English, Library & Info. Science, Hindi, Education, Nursing and Yoga & Naturopathy are offered at OSGU. These research programs are framed according to standards set by UGC new Regulations, 2016 for Awards of M. Phil / Ph.D Degree under the guidance of highly qualified and widely recognized faculty in their respective fields. The Ph.D programmes have been able to create substantial impact on teaching, research, projects, and consultancy.

Eligibility for Admission

A candidate seeking admission in the Ph.D programme must have secured at least 55% marks or equivalent to Post graduate level as per UGC regulations and standards from time to time.

The minimum qualifications for admission for in-service candidates will be the same as that for regular candidates. However in-service candidates shall have to produce a No-Objection Certificate (NOC) from his/her employer.

Duration of the Ph.D Programme

Ph.D programme shall be for a minimum duration of three years, including course work and a maximum of six years.

The following committee shall be constituted for the Ph.D programme

- 1) Research Board
- 2) Doctorial Research Committee

Constitution of Research Board:

There shall be a single Research Board which will meet at least once in a year for the entire University constituted by Vice-Chancellor or his / her nominee as Chairman and all Deans as members, one member of Board of Management, two external experts and Registrar as member secretary.

The quorum for each meeting shall be half the number of members excluding chairman.

The functions of research board will be as follows

1. To make suitable recommendations to the Academic Council on matters relating to Ph.D programme.
2. To ensure that all norms and Regulations pertaining to Ph.D programme are strictly followed.

3. To make periodic review of regulations, rules and instructions pertaining to Ph.D programme and to recommend to the Academic Council any modification thereof.

4. To consider the cases of malpractice in examinations plagiarism and to recommend to the Vice-Chancellor the punishment for such cases.

Constitution of Doctoral Research Committee (DRC)

- 1) There shall be a Doctoral Research Committee (DRC) which is a working committee of Research Board for each discipline to select the candidates and monitor the conduct of all the courses of the department for the Ph.D programme.
- 2) The DRC of each discipline will be constituted by the Dean (Academic) and approved by the Vice Chancellor.
- 3) The DRC shall meet at least once every six months and review the progress of each candidate in course work as well as research. DRC, if necessary, may suggest measures to enhance the performance of students.
- 4) The Dean (Academic) shall communicate the unsatisfactory report, if any, to the student and advise him / her about the remedial measures to be taken as recommended by the DRC.

Intake

The DRC shall declare the number of seats depending upon availability of the supervisors in the concerned discipline.

Procedure for Admission

1. The candidate desiring to seek admission to Ph.D. programme at OSGU shall apply for the same on a prescribed application form by a due date announced by OSGU.

2. The applications will be scrutinized by the DRC concerned. The DRC will call an adequate number of eligible candidates for a written entrance test (“OSGU Ph.D. Entrance Test”). The candidates will be required to qualify the entrance test with at least 50% marks.

3. The candidates, who have valid score in national tests like UGC-CSIR (JRF) examination / NET/ SLET / GATE/ teacher fellowship holder or have passed the M.Phil degree, will be exempted to appear in entrance test.

4. The selection will be done on the following criteria

a. For candidates who have valid score in the national tests, will have the following weight-age of various components for admission:

National level test score / M. Phil. score – 40%, Qualifying marks (PG) degree- 30% and Interview – 30%.

b. For candidates who do not have valid score in national tests like GATE , will have to appear in Entrance Test and will have the following weightage of various components for admission:

Entrance test marks – 40%, Qualifying (PG) degree marks – 30%, and Interview – 30%.

5. The test will be conducted by the Controller of Examination (COE) / concerned HOD at OSG University Campus.

6. The Reservation Policy of National/ State level as per Haryana Private Universities Act No 16 of 2012 will be followed while granting admission to Ph.D. programmes.

7. The Final merit list of candidates will be prepared by the DRC and submitted to the Vice Chancellor for approval. All admissions will be done on merit basis from this list.

Registration

A candidate shall be registered for Ph.D programme only after completing the requisite course work, review of synopsis of the research topic.

Coursework

Each research scholar will be required to earn eight credits in courses of graduate level as recommended by supervisors and approved by DRC including compulsory course of four credit on research methodology in courses of Post graduate level as recommended by the supervisor and approved by DRC to the tune of 8 credits besides a compulsory course on four credits Research Methodology .The course work will be in the domain of research topic.

The candidates already having M.Phil degree from recognized University may be exempted from the course work on the recommendation of the DRC. However they have to qualify in the course of Research Methodology if not already qualified.

A minimum of 75% attendance is required during each term in course work. If the attendance criteria is not fulfilled then the candidate shall not be allowed to appear ETE of course work and awarded ‘F’ grade in the course work. The candidate will be allowed to register for the same / new course of equivalent credit.

Flexibility in timings for completion of course work may be allowed with the permission of the DRC / Supervisor.

The minimum CGPA requirement for the course work is 6.75 on a 10 point scale. If the CGPA at the end of course work is above 6 and less than 6.75, the student shall be asked to improve the grades by opting a substitute course or repeating the course .If the CGPA is less than 6 in course work the student will not be registered for Ph.D programme.

Depository with UGC

Following the successful completion of the evaluation process and announcements of the award of Ph.D., OSGU shall submit a soft copy of the Ph.D. thesis to the UGC within a period of thirty days, for hosting the same in INFLIBNET, accessible to all Institutions/Universities.

Teaching Methodology

With disruptive technologies pervading the academic world, we have given a new orientation to the whole gamut of Teaching-Learning Process by introducing the following new digital intervention in academic delivery to migrate from teaching to actual learning.

1) App Innovation and Gamification

As of the recent explosion in education-related apps, educators can decipher students' interests, academic passions and "trouble a result spots" more readily and in real-time to differentiate and fine-tune instruction. . As students become comfortable utilizing online games to learn, educators can entice students via new apps to fine-tune skill-specific areas, such as mathematics and science.

2) Digital Literacy

With increasing numbers of teachers using technology in the classroom and schools permitting students to become engaged with content via digital literacy, our schools are adopting formal digital literacy curriculum and digital literacy plans.

Digital literacy may encompass simple student tasks, such as creating classroom presentations, or more intricate, collaborative work, such as video clip creations or posting online and using digital tools. The field of digital literacy will continue to grow in importance in the coming years as new approaches to learning via new technologies are embraced.

3) Library Media Specialists

Libraries are increasingly becoming local technology hubs. Since libraries offer myriad services which require some knowledge of technology and how to access the internet, librarians' job descriptions and key responsibilities have drastically changed.

With the advent of new technologies being infused in school curricula, educators and school leaders are beginning to rethink all facets of data in the classroom. New, innovative methods of data collection are continually being developed, which offer new options for ongoing formative, culminating summative and alternative assessments.

4) Self-Directed Professional Development

We believe in an increase in self-directed professional development (PD) for educators that includes interactive online webinars, or videos and other content that may be streamed through web browsers. Since we are increasingly leveraging to integrate technology into the curriculum, which requires a keen understanding of how new

technologies enhance the learning process for students while adhering to rigorous state standards. Students update their skills to remain in compliance with ethical and legal guidelines and become familiar with the latest standards.

5) Collaborative Learning

We are making new applications which will be easier for classroom teachers to be both innovative and interactive, and this trend is expected to grow exponentially in the coming years. From interactive whiteboards to new applications that create quizzes and activities, this is an exciting time for collaborative learning in education for the students.

.6) Educreations Interactive Whiteboard

Educators and students alike to assess, jointly present, or partake in interactive activities with Interactive Boards. Educational advancements in technology should continue to enhance collaborative learning, along with improving dynamic group interaction. New technologies have been a boon for school leaders and educators seeking to collaborate and hone their skills.

Enrollment Procedure

Registration Process

- It is mandatory for all fresh students to get registered immediately after admission to the University. Change of courses in a semester is permitted. However, it is permitted up to 15 days of commencement of the semester and is subject to the approval from the Registrar.
- Registration is at the Admission Office where the students have to deposit the documents of admission and credentials/original certificates for verification.
- Students are then allotted an 'Enrolment Number'. This serves as the unique identification No. throughout the association of the student with the University.
- Students then have to pay their admission fees, hostel fees etc. at the Accounts Office.

I-Card

- The Identity-Card is provided by the Admission Office. Students have to furnish the category of their Blood group and photograph for the issue of the card.
- It is compulsory for the student to keep their I-Card at all times as proof for their identification. They have to produce it whenever required within the campus.

Hostel Allotment

It is through the Office of the Registrar. Hostel fee receipt is a must for room allotment. Hostel Superintendent/Assistant Superintendent shall help the student in the physical occupancy of the same.

E-Mail

Students will be allotted an E-mail ID. Information sharing and transfer is mostly through email.

Welcome to Fresher's

Management makes sure that the students feel at home during the induction process in the new campus environment. Informal meetings/sessions with faculty shall help to ease the anxiety. Fresher's get a warm welcome by the faculty of individual departments too.

General Rules and Regulations

- Timings: 9:00 a.m. to 4:00 p.m.
- Students are not allowed to enter the campus after 9:30 a.m. and are not permitted to leave the campus before 4:00 p.m.
- Students have to submit their original certificates i.e. marks sheet and pass certificates of Class X, XII, Graduation, Conduct Certificate, Transfer Certificate/Migration Certificate, Domicile Certificate, Caste Certificate, Gap Certificate etc. (whichever applicable) at the time of admission.
- 75% attendance in theory classes and in laboratory sessions is compulsory. Each student is allowed to avail a maximum of 8 days leave in a semester. Leave letter duly signed by parents' accompanied with Medical Certificate for one day leave is treated as leave for one day. On the other, unauthorized absence for one day is considered as two days leave.
- Requisition letters for getting certificates such as Expenditure certificate, Permission for Industrial visit, all types of authorized absence, leave letters, issues should be routed through the concerned Program Coordinator.
- Requisition letters for bonafide certificates, University/Trust Scholarships forms should be addressed to Registrar whereas permission letter for carrying projects in external environments and for undergoing in plant training shall be issued by the Dean of the concern faculty.

Dress Code

- All the students in the campus should be neatly dressed. Students are expected to wear the uniform provided by the University. Sports shoes, Jeans and T-Shirts are strictly not allowed. Rubber chappals will not be permitted. Male students should not grow long hair and beard.
- Uniforms as prescribed by the University is a must for students while attending laboratories and workshop. The Dress code shall be followed in the lab/workshop.

Each student will be attached to a Faculty who shall be his/her Counselor/Mentor. The counselor will advise/counsel his/her academic and other activities during the entire course. Students are advised to approach their Mentor for their academic needs.

Change of Address: If there is any change in the address, Parents should inform the Attendance In-charge' of their ward. If it is in the case of a Day Scholar, utilizing the University transport, he/she should immediately change the Boarding point in his/her ID card.

Industrial Visit: Industrial visit will be arranged for the students during the course of study. Students are advised not to miss these visits.

Mode of Conveyance: Students not residing in the campus are expected to utilize university transport. Parents are requested not to provide two wheelers or any other vehicles to their ward to come to the University.

Any violation or deviation from the rules and regulations will be viewed very seriously.

Code of conduct

- Students should not abstain for more than 8 days in a semester.
- Parents have to approach the Mentor In-charge of the student for availing leave on genuine medical grounds with all Medical documents
- Avoid being absent in Model examinations.
- Students are discouraged from sandwiching their leave between the holidays.
- Prefixing and suffixing leave before and after festivals and holidays are not permitted.
- Students are advised not to indulge in malpractices during the examinations including practicals.
- Students should not use Camera, I Pods and MP3 players either in buses or in campus.
- Cell phones are mandatorily banned in class room.
- Male students are not allowed to grow beard, long hair and should not wear bangle or bracelet, ring or stud either on their hands or ears. This condition is not applicable to Sikh Students.
- Girl students should not wear legging (stretch pants). They should wear formal dresses as prescribed by the university.
- Students violating the dress code are viewed seriously.
- Senior students should not disturb their juniors.
- Students should not quarrel or fight either with colleagues or seniors/juniors.
- Students staying in the campus should not violate the Hostel rules and regulations.

Life at Campus

Facilities

- On campus accommodation for staff & guest
- Hostels with option of AC rooms & Attached washrooms
- Furnished with Storage facilities
- 24X7 Power backup
- 24X7 Potable Water
- Hot water in hostels (in winters)
- Indoor and outdoor games
- Internet connectivity through Wi-Fi system and fiber optics
- Hygienic mess with delicious meals
- 24X7 Security
- Gymnasium
- 24x7 Medical facilities

Rooms

The self sustained & sprawling hostel campus offers rooms on twin sharing and single occupancy basis depending on your individual needs. Fun, friendly and with a healthy dose of independence, living in hostels is a great way to indulge yourself from your very first day at the campus. The hostels of OSGU offer you:

- Bedroom equipped with individual bed, study table with chair and almirah with lock
- Attached bathroom fitted with geyser, shower, other amenities
- Attached balcony where you can sip your morning cup of tea or milk
- With the above amenities, we have strived hard to give you world class ambience as you carve out best possible career for yourself at OSGU.

Career Support & Placement Cell

The OSGU has well established Career Support and Placement Cell which works in close coordination with different constituent institutes & group campuses for placement of students in reputed companies.

The Career Support & Placement Cell is currently engaged in:

- Campus Placements
- Industry internship
- Expert Lectures from industry
- Soft skills training
- Student Profiling for career planning
- Skill Development Workshop
- Training Tie-ups with Corporate Sector

Career Development Programs

- Skill Training Programs
- Professional Enhancement Programs like SAP, ANDROID, ROBOTICS, JSP, ASP, J2EE etc.
- Employability Assessment Programs

Skill Development Programs

- Employability Readiness
- Business Communication
- Personal Productivity
- Managerial Skills
- Spoken English Course
- Aptitude Development Course

RAGGING – AN OFFENCE

IMPORTANT NOTICE

- Ragging in any form, in any place or time is a cognizable offence that will attract severe punishment including summary expulsion from the University.

UGC REGULATIONS ON CURBING THE MENACE OF RAGGING IN HIGHER EDUCATIONAL INSTITUTIONS, 2009 .

(under Section 26(1)(g) of the University Grants Commission Act, 1956)
(TO BE PUBLISHED IN THE GAZETTE OF INDIA PART III, SECTION-4)

**F-1-16/2207(CPP-II)
2009**

Dated 17th June,

PREAMBLE

In view of the directions of the Hon'ble Supreme Court in the matter of "University of Kerala v/s Council, Principals, Colleges and others " in SLP no. 24295 of 2006 dated 16.05.2007 and that dated 08.05.2009 in Civil Appeal number 887 of 2009, and in consideration of the determination of the Central Government and the University Grants Commission to prohibit and eliminate the scourge of ragging including any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, maltreating or handling with rudeness a fresher or any other student, or indulging in rowdy or in disciplined activities by any student or students which causes or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which the student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intention to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student, in all higher education institutions in the country and thereby, to provide for the healthy development, physically and psychologically, of all students, the University Grants Commission, in consultation with the Councils, brings forth this Regulation .

In exercise of the powers conferred by Clause (g) of sub-section(1 of Section 26 of the University Grants Commission Act, 1956, the University Grants Commission hereby makes the following Regulations, namely ;

1. Title, commencement and applicability :-

- 1.1 These regulations shall be called the "UGC Regulations on Curbing the Menace of Ragging in Higher Educational Institutions, 2009".
- 1.2 They shall come into force from the date of their publication in the Official Gazette.

- 1.3 They shall apply to all the institutions coming within the definition of an University under sub-section(f) of section(2) of the University Grants Commission Act., 1956, and to all institutions deemed to be a university under Section 3 of the University Grants Commission Act, 1956, to all other higher educational institutions, or elements of such universities or institutions, including its departments, constituent units and all the premises, whether being academic, residential, playgrounds, canteen or other such premises of such universities, deemed universities and higher educational institutions, whether located within the campus or outside, and to all means of
- 1.4 Transportation of students, whether public or private, accessed by students for the pursuit of studies in such universities, deemed universities and higher educational institutions .

2. Objectives :-

To prohibit any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, maltreating or handling with rudeness a fresher or any other student, or indulging in rowdy or indiscipline activities by any student or students which causes or is likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in any fresher or any other student or asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student, with or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student ; and thereby, to eliminate ragging in all its forms from universities, deemed universities and other higher educational institutions in the country by prohibiting it under these Regulations, preventing its occurrence and punishing those who indulge in ragging as provided for in these Regulations and the appropriate law in force .

3. **What constitutes Ragging :-** Ragging constitutes one or more of any of the following acts :
- a. Any conduct by any student or students whether by words spoken or written or by an act which has the effect of teasing, maltreating or handling with rudeness a fresher or any other student ;
 - b. Indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student ;
 - c. Asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physique or psyche of such fresher or any other student ;
 - d. Any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher ;
 - e. Exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
 - f. Any act of financial extortion or forceful expenditure burden put on a fresher or any other student by students ;

- g. Any act of physical abuse including all variants of it : sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health or person ;
- h. Any act or abuse by spoken words, emails, posts I, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to a fresher or any other student ;
- i. Any act that affects the metal health and self-confidence of a fresher or any other student

With or without an intent to derive a sadistic pleasure or showing off power, authority or superiority by a student over any fresher or any other student .

4. Definitions :-

- 1) In these regulations unless the context otherwise requires –
 - a) “Act” means the University Grants Commission Act, 1956(3 of 1956);
 - b) “Academic year” means the period from the commencement of admission of students in any course of study in the institution up to the completion of academic requirements for that particular year.
 - c) “Anti-Ragging Helpline” means the Helpline established under clause (a) of Regulation 8.1 of these Regulations .
 - d) “Commission” means the University Grants Commission;
 - e) “Council” means a body so constituted by an Act of Parliament or an Act of any State Legislature for setting, or co-coordinating or maintaining standards in the relevant areas of higher education, such as the All India Council for Technical Education(AICTE), the Bar Council of India(BCI), the Dental Council of India(DCI), the Distance Education Council (DEC), the Indian Council of Agricultural Research(ICAR), the Indian Nursing Council (INC), the Medical Council of India (MCI), the National Council for Teacher’s Education (NCTE), the Pharmacy Council of India(PCI), etc. and the STATE Higher Education Councils.
 - f) “District Level Anti-RAGGING Committee” means the Committee, headed by the District Magistrate, constituted by the State Government, for the control and elimination of ragging in institutions within the jurisdiction of the district.
 - g) “Head of the institution” means the Vice-Chancellor in case of a University or a deemed to be university, the Principal or the Director or such other designation as the executive head of the institution or the college is referred.
 - h) “Fresher” means a student who has been admitted to an institution and who is undergoing his/her first year of study in such institution.
 - i) “Institution” means a higher educational institution including, but not limited to an university, a deemed to be university, a college, an institute, an institution of national importance set up by an Act of Parliament or a constituent unit of such institution, imparting higher education beyond 12 years of schooling leading to, but not necessarily culminating in, a degree (graduate, postgraduate and/or higher level) an/or to a university diploma.
 - j) “NAAC” means the National Academic and Accreditation Council established by the Commission under section12(ccc) of the Act;

- k) "State level Monitoring Cell" means the body constituted by the State Government for the control and elimination of ragging in institutions within the jurisdiction of the State, established under a State law or on the advice of the Central Government, as the case may be.
- l) Words and expressions used and not defined herein but defined in the Act or in the General Clauses Act, 1897, shall have the meanings respectively assigned to them in the Act or in the General Clause Act, 1897, as the case may be.

5. Measures for prohibition of ragging at the institution level :-

- a) No Institution or any part of it thereof, including its elements, including, but not limited to, the departments, constituent units, colleges, centers of studies and all its premises, whether academic, residential, playgrounds, or canteen, whether located within the campus or outside, and in all means of transportation of students, whether public or private, accessed by students for the pursuit of studies in such institutions, shall permit or condone any reported incident of ragging in any form ; and all institutions shall take all necessary and required measures, including but not limited to the provisions of these Regulations, to achieve the objective of eliminating ragging, within the institution or outside .
- b) All institutions shall take action in accordance with these Regulations against those found guilty of ragging and/or abetting ragging, actively or passively or being part of a conspiracy to promote ragging .

6. Measures for prevention of ragging at the institution level:-

- 6.1 An institution shall take the following steps in regard to admission or registration of students ; namely,
 - a) Every public declaration of intent by any institution, in any electronic, audio-visual or print or any other media, for admission of students to any course of study shall expressly provide that ragging is totally prohibited in the institution, and anyone found guilty of ragging and/or abetting, whether actively or passively, or being a part of a conspiracy to promote ragging, is liable to be punished in accordance with these Regulations as well as under the provisions of any penal law for the time being in force .
 - b) The brochure of admission/instruction-booklet or the prospectus, whether in print or electronic format, shall prominently print these Regulations in full.

Provided that the institution shall also draw attention to any law concerning ragging and its consequences, as may be applicable to the institution publishing such brochure of admission / instruction booklet or the prospectus.

Provided further that the telephone numbers of the Anti-Ragging Helpline and all the important functionaries in the institution, including but not limited to the Head of the institution, faculty members, members of the Anti-Ragging Committees and Anti-Ragging Squads, District and Sub-Divisional authorities, Wardens of hostels and other functionaries or authorities where relevant, shall be published in the brochure of admission / instruction booklet or the prospectus.

- c) Where an institution is affiliated to a University and publishes a brochure of admission/instruction booklet or a prospectus, the affiliating university shall ensure that the affiliated institution shall comply with the provisions of clause(a) and clause(b) of Regulation 6.1 of these Regulations .
- d) The application form for admission, enrolment or registration shall contain an affidavit, mandatory in English and in Hindi and/ or in one of the regional languages known to the applicant, as provided in the English language in Annexure I to these Regulations, to be filled up and signed by the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and unaware of the prohibition of ragging and the punishments prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that he/she has not been expelled and/or debarred by any institution and further aver that he/she would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of such student .
- e) The application form for admission, enrolment or registration shall contain an affidavit, mandatorily in English and in Hindi and/or in one of the regional languages known to the parents / Guardians of the applicant, as provided in the English Language in Annexure I to these Regulations, to be filled up and signed by the parents / guardians of the applicant to the effect that he/she has read and understood the provisions of these Regulations as well as the provisions of any other law for the time being in force, and is aware of the prohibition of ragging and the punishment prescribed, both under penal laws as well as under these Regulations and also affirm to the effect that his/her ward has not been expelled and/or debarred by any institution and further aver that his/her ward would not indulge, actively or passively, in the act or abet the act of ragging and if found guilty of ragging and/or abetting ragging, his/her ward is liable to be proceeded against under these Regulations or under any penal law or any other law for the time being in force and such action would include but is not limited to debarment or expulsion of his/her ward .
- f) The application for admission shall be accompanied by a document in the form of, or annexed to, the School Leaving Certificate / Transfer Certificate/ Migration Certificate / Character certificate reporting on the inter-personal / social behavioral pattern of the applicant, to be issued by the school or institution last attended by the applicant, so that the institution can thereafter keep watch on the applicant, if admitted, whose behavior has been commented in such document .
- g) A student seeking admission to a hostel forming part of the institution, or seeking to reside in any temporary premises not forming part of the institution, including a private commercially managed lodge or hostel, shall have to submit additional affidavits countersigned by his/her parents/guardians in the form prescribed in Annexure I and Annexure II to these Regulations respectively along with his/her application .
- h) Before the Commencement of the academic session in any institution, the Head of the Institution shall convene and address a meeting of various functionaries / agencies, such as Hostel Wardens, representatives of students, parents/guardians, faculty, district administration including the police, to discuss the measures to be taken to prevent ragging in the institution and steps to be taken to identify those indulging in or abetting ragging and punish them.

- i) The institution shall, to make the community at large and the students in particular aware of the dehumanizing effect of ragging, and the approach of the institution towards those indulging in ragging, and the approach of the institution towards those indulging in ragging, prominently display posters depicting the provisions of penal law applicable to incidents of ragging, and the provisions of these Regulations and also any other law for the time being in force, and the punishments ; thereof shall be prominently displayed on Notice boards of all departments, hostels and other buildings as well as at places, where students normally gather and at places, known to be vulnerable to occurrences of ragging incidents .
 - j) The institution shall request the media to give adequate publicity to the law prohibiting ragging and the negative aspects of ragging and the institution's resolve to ban ragging and punish those found guilty without fear or favour.
 - k) The institution shall identify, properly illuminate and keep a close watch on all locations known to be vulnerable to occurrences of ragging incidents.
 - l) The institution shall tighten security in its premises, especially at vulnerable places and intense policing by Anti-Ragging Squad, referred to in these Regulations and volunteers, if any, shall be resorted to at such points at odd hours during the first few months of the academic session.
 - m) The institution shall utilize the vacation period before the start of the new academic year to launch a publicity campaign against ragging through posters, leaflets and such other means, as may be desirable or required, to promote the objectives of these Regulations.
 - n) The faculties / departments/units of the institution shall have induction arrangements, including those which anticipate, identify and plan to meet any special needs of any specific section of students, in place well in advance of the beginning of the academic year with an aim to promote the objectives of this Regulation.
 - o) Every institution shall engage or seek the assistance of professional counselors before the commencement of the academic session, to be available when required by the institution, for the purposes of offering counseling to fresher's and to other students after the commencement of the academic year.
 - p) The Head of the institution shall provide information to the local police and local authorities, the details of every privately commercially managed hostels or lodges used for residential purposes by students enrolled in the institution and the head of the institution shall also ensure that the Anti-Ragging Squad shall ensure vigil in such locations to prevent the occurrence of ragging therein.
- 6.2 An institution shall, on admission or enrolment or registration of students, take the following steps, namely;
- a) Every fresh student admitted to the institution shall be given a printed leaflet detailing to whom he/she has to turn to for help and guidance for various purposes including addresses and telephone numbers, so as to enable the student to contact the concerned person at any time, if and when required of the Anti-Ragging Helpline referred to in these Regulations, Wardens, Head of the institution, all members of the anti-ragging squads and committees, relevant district and police authorities.
 - b) The institution, through the leaflet specified in clause(a) of Regulation 6.2 of these Regulations shall explain to the freshers, the arrangements made for their induction and orientation which promote

efficient and effective means of integrating them fully as students with those already admitted to the institution in earlier years.

- c) The leaflet specified in clause (a) of Regulation 6.2 of these Regulations shall inform the freshers about their rights as bonafide students of the institution and clearly instruct them that they should desist from doing anything, with or against their will, even if ordered to by the senior students, and that any attempt of ragging shall be promptly reported to the Anti-ragging Squad or to the Warden or to the Head of the institution, as the case may be.
- d) The leaflet specified in clause(a) of Regulation 6.2 of these Regulations shall contain a calendar of events and activities laid down by the institution to facilitate and complement familiarization of freshers with the academic environment of the institution .
- e) The institution shall, on the arrival of senior students after the first week or after the second week, as the case may be, schedule orientation programmes as follows, namely ;(i) joint sensitization programme and counseling of both freshers and senior students by a professional counselor, referred to in clause(o) of Regulation 6.1 of these Regulations ;
(ii) joint orientation programme of freshers and seniors to be addressed by the Head of the institution and the anti-ragging committee ; (iii)organization on a large scale of cultural, sports and other activities to provide a platform for the freshers and seniors to interact in the presence of faculty members ; (iv)in the hostel, the warden should address all students ; and may request two junior colleagues from the college faculty to assist the warden by becoming resident tutors for a temporary duration.(v) as far as possible faculty members should dine with the hostel residents in their respective hostels to instill a feeling of confidence among the freshers.
- f) The institution shall set up appropriate committees, including the course-in-charge, student advisor, Wardens and some senior students as its members, to actively monitor, promote and regulate healthy interaction between the freshers, junior students and senior students.
- g) Freshers or any other students(s), whether being victims, or witnesses, in any incident of ragging, shall be encouraged to report such occurrence, and the identity of such informants shall be protected and shall not be subject to any adverse consequences only for the reason for having reported such incidents .
- h) Each batch of freshers, on arrival at the institution, shall be divided into small groups and each group shall be assigned to a member of the faculty, who shall interact individually with each member of the group every day for ascertaining the problems or difficulties, if any, faced by the fresher in the institution and shall extend necessary help to the fresher in overcoming the same.
- i) It shall be the responsibility of the member of the faculty assigned to the group of freshers, to coordinate with the Wardens of the hostels and to make surprise visits to the rooms in such hostels, where a member or members of the group are lodged; and such member of faculty shall maintain a diary of his/her interaction with the freshers under his/her charge .
- j) Freshers shall be lodged, as far as may be, in a separate hostel block, and where such facilities are not available, the institution shall ensure that access of seniors to accommodation allotted to freshers is strictly monitored by wardens, security guards and other staff of the institution .
- k) A round the clock vigil against ragging in the hostel premises, in order to prevent ragging in the hostels after the classes are over, shall be ensured by the institution .
- l) It shall be the responsibility of the parents / guardians of freshers to promptly bring any instance of ragging to the notice of the Head of the Institution.

- m) Every student studying in the institution and his/her parents/guardians shall provide the specific affidavits required under clauses(d), (e) and (g) of Regulation 6.1 of these Regulations at the time of admission or registration, as the case may be, during each academic year .
- n) Every institution shall obtain the affidavit from every student as referred to above in clause (m) of Regulation 6.2 and maintain a proper record of the same and to ensure its safe upkeep thereof, including maintaining the copies of the affidavit in an electronic form, to be accessed easily when required either by the Commission or any of the Councils or by the institution or by the affiliating University or by any other person or organization authorized to do so .
- o) Every student at the time of his/her registration shall inform the institution about his/her place of residence while pursuing the course of study, and in case the student has not decided his/her place of residence or intends to change the same, the details of his place of residence shall be provided immediately on deciding the same; and specifically in regard to a private commercially managed lodge or hostel where he/she has taken up residence.
- p) The Head of the institution shall, on the basis of the information provided by the student under clause(o) of Regulation 6.2 apportion sectors to be assigned to members of the faculty, so that such member of faculty can maintain vigil and report any incident of ragging outside the campus or en route while commuting to the institution using any means of transportation of students, whether public or private .
- q) The Head of the institution shall, at the end of each academic year, send a letter to the parents/guardians of the students who are completing their first year in the institution, informing them about these Regulations and any law for the time being in force prohibiting ragging and the punishments thereof as well as punishments prescribed under the penal laws, and appealing to them to impress upon their wards to desist from indulging in ragging on their return to the institution at the beginning of the next academic session.

6.3 Every institution shall constitute the following bodies ; namely,

- a) Every institution shall constitute a Committee to be known as the Anti-Ragging Committee to be nominated and headed by the Head of the institution, and consisting of representatives of civil and police administration, local media, Non Government Organizations involved in youth activities, representatives of faculty members, representatives of parents, representatives of students belonging to the fresher’s category as well as senior students, non teaching staff and shall have a diverse mix of membership in terms of levels as well as gender .
- b) It shall be the duty of Anti-Ragging Committee to ensure compliance with the provisions of these Regulations as well as the provisions of any law for the time being in force concerning ragging; and also to monitor and oversee the performance of the Anti-Ragging Squad in prevention of ragging in the institution.
- c) Every institution shall also constitute a smaller body to be known as the Anti-Ragging Squad to be nominated by the Head of the Institution with such representation as may be considered necessary for maintaining vigil, oversight and patrolling functions and shall remain mobile alert and remain active at all times.

Provided that the Anti-Ragging Squad shall have representation of various members of the campus community and shall have no outside representation.

- d) It shall be the duty of the Anti-Ragging Squad to be called upon to make surprise raids on hostels, and other places vulnerable to incidents of, and having the potential of ragging and shall be empowered to inspect such places .
- e) It shall also be the duty of the Anti-Ragging Squad to conduct an on-the-spot enquiry into any incident of ragging referred to it by the Head of the institution or any member of the faculty or any member of the staff or any student or any parent or guardian or any employee of a service provider or by any other person, as the case may be; and the enquiry report along with recommendations shall be submitted to the Anti-Ragging Committee for action under clause (a) of Regulation 9.1.

Provided that the Anti-Ragging Squad shall conduct such enquiry observing a fair and transparent procedure and the principles of natural justice and after giving adequate opportunity to the student or students accused of ragging and other witnesses to place before it the facts, documents and views concerning the incident of ragging, and considering such other relevant information as may be required.

- f) Every institution shall, at the end of each academic year, in order to promote the objectives of these Regulations, constitute a Mentoring Cell consisting of students volunteering to be Mentors for freshers, in the succeeding academic year; and there shall be as many levels or tiers of Mentors as the number of batches in the institution, at the rate of one Mentor for six freshers and one Mentor of a higher level for six Mentors of the lower level.
- g) Every University shall constitute a body to be known as Monitoring Cell on Ragging, which shall coordinate with the affiliated colleges and institutions under the domain of the University to achieve the objectives of these Regulations ; and the Monitoring Cell shall call for reports from
- h) the Heads of institutions in regard to the activities of the Anti-Ragging Committees, Anti-Ragging Squads, and the Mentoring Cells at the institutions, and it shall also keep itself abreast of the decisions of the District level Anti-Ragging Committee headed by the District Magistrate.
- i) The Monitoring Cell shall also review the efforts made by institutions to publicize anti-ragging measures, soliciting of affidavits from parents/guardians and from students, each academic year, to abstain from ragging activities or willingness to be penalized for violations; and shall function as the prime mover for initiating action on the part of the appropriate authorities of the University for amending the Statues or Ordinances or Bye-laws to facilitate the implementation of anti-ragging measures at the level of the institution.

6.4 Every Institution shall take the following other measures, namely;

- a) Each hostel or a place where groups of students reside, forming part of the institution, shall have a full-time Warden, to be appointed by the institution as per the eligibility criteria laid down for the post reflecting both the command and control aspects of maintaining discipline and preventing incidents of ragging within the hostel, as well as the softer skills of counseling and communicating with the youth outside the class-room situation ; and who shall reside within the hostel, or at the very least, in the close vicinity thereof.
- b) The Warden shall be accessible at all hours and be available on telephone and other modes of communication, and for the purpose the Warden shall be provided with a mobile phone by the institution, the number of which shall be publicized among all students residing in the hostel.
- c) The institution shall review and suitably enhance the powers of Wardens; and the security personnel posted in hostels shall be under the direct control of the Warden and their performance shall be assessed by them.
- d) The professional counselors referred to under clause (o) of Regulation 6.1 of these Regulations shall, at the time of admission, counsel freshers and/or any other student(s) desiring counseling, in order to

- prepare them for the life ahead, particularly in regard to the life in hostels and to the extent possible, also involve parents and teachers in the counseling sessions.
- e) The Institution shall undertake measures for extensive publicity against ragging by means of audio-visual aids, counseling sessions, workshops, painting and design competitions among students and such other measures, as it may deem fit.
 - f) In order to enable a student or any person to communicate with the Anti-Ragging Helpline, every institution shall permit unrestricted access to mobile phones and public phones in hostels and campuses, other than in class-rooms, seminar halls, library, and in such other places that the institution may deem it necessary to restrict the use of phones.
 - g) The faculty of the institution and its non-teaching staff, which includes but is not limited to the administrative staff, contract employees, security guards and employees of service providers providing services within the institution, shall be sensitized towards the ills of ragging, its prevention and the consequences thereof.
 - h) The institution shall obtain an undertaking from every employees of the institution including all teaching and non-teaching members of staff, contract labour employed in the premises either for running canteen or as watch and ward staff or for cleaning or maintenance of the buildings/ lawns and employees of service providers providing services within the institution, that he/ she would report promptly any case of ragging which comes to his/her notice.
 - i) The institution shall make a provision in the service rules of its employees for issuing certificates of appreciation to such members of the staff who report incidents of ragging, which will form part of their service record.
 - j) The institution shall give necessary instructions to the employees of the canteens and messing, whether that of the institution or that of a service provider providing this service, or their employers, as the case may be, to keep a strict vigil in the area of their work and to report the incidents of ragging to the Head of the institution or members of the Anti-Ragging Squad or members of the Anti-Ragging Committee or the Wardens, as may be required.
 - k) All Universities awarding a degree in education at any level, shall be required to ensure that institutions imparting instruction in such courses or conducting training programme for teachers include inputs relating to anti-ragging and the appreciation of the relevant human rights, as well as inputs on topics regarding sensitization against corporal punishments and checking of bullying amongst students, so that every teacher is equipped to handle at least the rudiments of the counseling approach.
 - l) Discreet random surveys shall be conducted amongst the freshers every fortnight during the first three months of the academic year to verify and cross-check whether the institution is needed free of ragging or not and for the purpose the institution may design its own methodology of conducting such surveys.
 - m) The institution shall cause to have an entry, apart from those relating to general conduct and behaviour, made in the Migration/Transfer Certificate issued to the student while leaving the institution, as to whether the student has been punished for committing or abetting an act of ragging, as also whether the student has displayed persistent violent or aggressive behaviour or any inclination to harm others, during his course of study in the institution.
 - n) Notwithstanding anything contained in these Regulations with regard to obligations and responsibilities pertaining to the authorities or members of bodies prescribed above, it shall be the general collective responsibility of all levels and sections of authorities or functionaries including members of the faculty and employees of the institution, whether regular or temporary, and employees of service providers providing service within the

Institution, to prevent or to act promptly against the occurrence of ragging or any incident of ragging which comes to their notice.

o) The Heads of institutions affiliated to a University or a constituent of the University or a constituent of the University, as the case may be, shall, during the first three months of an academic year, submit a weekly report on the status of compliance with Anti-Ragging measures under these Regulations, and a monthly report on such status thereafter, to the Vice-Chancellor of the University, to the State level Monitoring Cell.

7. Action to be taken by the Head of the institution- On receipt of the recommendation of the Anti Ragging Squad or on receipt of any information concerning any reported incident of ragging, the Head of institution shall immediately determine if case under the penal laws is made out and if so, either on his own or through a member of the Anti-Ragging Committee authorized by him in this behalf, proceed to file a First Information Report (FIR), within twenty four hours of receipt of such information or recommendation, with the police and local authorities, under the appropriate penal provisions relating to one or more of the following, namely;

- i. Abetment to ragging;
- ii. Criminal Conspiracy to rag;
- iii. Unlawful assembly and noting while ragging;
- iv. Public Nuisance created during ragging;
- v. Violation of decency and morals through ragging;
- vi. Injury to body, causing hurt or grievous hurt;
- vii. Wrongful restraint;
- viii. Wrongful confinement
- ix. Use of criminal force;
- x. Assault as well as sexual offences or unnatural offences;
- xi. Extortion;
- xii. Criminal Trespass;
- xiii. Offences against property;
- xiv. Criminal Intimidation;
- xv. Attempts to commit any or all of the above mentioned offences against the victim(s);
- xvi. Threat to commit any or all of the above mentioned offences against the victim(s);
- xvii. Physical or psychological humiliation;
- xviii. All other offences following from the definition of "Ragging".

Provided that the Head of the Institution shall forthwith report the occurrence of the incident of ragging to the District Level Anti-Ragging Committee and the Nodal officer of the affiliating University, if the institution is an affiliated institution.

Provided further that the institution shall also continue with its own enquiry initiated under clause 9 of these Regulations and other measures without waiting for action on the part of the police/local authorities and such remedial action shall be initiated and completed immediately and in no case later than a period of seven days of the reported occurrence of the incident of ragging.

8. Duties and Responsibilities of the commission and the Councils-

8.1 The Commission shall, with regard to providing facilitating communication of information regarding incidents of ragging in any institution, take the following steps, namely;

- a) The commission shall establish fund and operate, a toll-free Anti-Ragging Helpline, operational round the clock, which could be accessed by students in distress owing to ragging related incidents.
- b) Any distress message received at the Anti-Ragging Helpline shall be simultaneously relayed to the Head of the Institution, the Warden of the Hostels; the Nodal Officer of the affiliating University, if the incident reported has taken place in an institution affiliated to a University, the concerned District authorities and if so required, the District Magistrate, and the Superintendent of Police, and shall also be web enabled so as to be in the public domain simultaneously for the media and citizens to access it.
- c) The Head of the institution shall be obliged to act immediately in response to the information received from the Anti-Ragging Helpline as at sub-clause (b) of this clause.
- d) The telephone numbers of the Anti-Ragging Helpline and all the important functionaries in every institution, Heads of institution, faculty members, members of the anti-ragging committees and anti-ragging squads, district and sub-divisional authorities and state authorities, Wardens of hostels, and other functionaries or authorities where relevant, shall be widely disseminated for access or to seek help in emergencies.
- e) The commission shall maintain an appropriate data base to be created out of affidavits, affirmed by each student and his/her parents/guardians and stored electronically by the institution, either on its or through an agency to be designated by it; and such database shall also function as a record of ragging complaints received, and the status of the action taken thereon.
- f) The commission shall make available the database to a non-governmental agency to be nominated by the Central Government, to build confidence in the public and also to provide information of non compliance with these Regulations to the Councils and to such bodies as may be authorised by the Commission or by the Central Government.

8.2 The Commission shall take the following regulatory steps, namely;

- a) The Commission shall make it mandatory for the institutions to incorporate in their prospectus, the directions of the Central Government or the State Level Monitoring Committee with regard to prohibition and consequences of ragging, and that non-compliance with these Regulations and directions so provided, shall be considered as lowering of academic standards by the institution, therefore making liable for appropriate action.
- b) The Commission shall verify that the institutions strictly comply with the requirement of getting the affidavits from the students and their parents/guardians as envisaged under these Regulations.
- c) The Commission shall include a specific condition in the Utilization Certificate, in respect of any financial assistance or grants-in-aid to any institution under any of the general or special schemes of the Commission, that the institution has complied with the anti-ragging measures.
- d) Any incident of ragging in an institution shall adversely affect its accreditation, ranking or grading by NAAC or by any other authorised accreditation agencies while assessing the institution for accreditation, ranking or grading purposes.
- e) The Commission may accord priority in financial grants-in-aid to those institutions, otherwise eligible to receive grants under section 12B of the Act, which report a blemishless record in terms of there being no reported incident of ragging.
- f) The Commission shall constitute an Inter-Council Committee, consisting of representatives of the various Councils, the Non-Governmental agency responsible for monitoring the database maintained by the Commission under clause (g) of Regulation 8.1 and such other bodies in higher education, to coordinate and monitor the anti-ragging measures in institutions across the

country and to make recommendations from time to time; and shall meet at least once in six months each year.

- g) The commission shall institute an Anti-Ragging Cell within the Commission as an institutional mechanism to provide secretarial support for collection of information and monitoring, and to coordinate with the State Level Monitoring Cell and University level Committees for effective implementation of anti-ragging measures, and the Cell shall also coordinate with the Non-Governmental agency responsible for monitoring the database maintained by the Commission appointed under clause (g) of Regulation 8.1.

9. Administration action in the event of ragging-

9.1 The institution shall punish a student found guilty of ragging after following the procedure and in the manner prescribed herein under:

- a) The Anti-Ragging Committee of the institution shall take an appropriate decision in regard to punishment or otherwise, depending on the facts of each incident of ragging and nature and gravity of the incident of ragging established in the recommendations of the Anti-Ragging Squad.
- b) The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad, award, to those found guilty, one or more of the punishments, namely;
- i. Suspension from attending classes and academic privileges.
 - ii. Withholding/ withdrawing scholarship/ fellowship and other benefits.
 - iii. Debarring from appearing in any test/ examination or other evaluation process.
 - iv. Withholding results.
 - i. Debarring from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
 - v. Suspension / expulsion from the hostel.
 - vi. Cancellation of admission.
 - vii. Rustication from the institution for period ranging from one to four semesters.
 - viii. Expulsion from the institution and consequent debarring from admission to any other institution for a specific period.

Provided that where the persons committing or abetting the act of ragging are not identified, the

- c) An appeal against the order of punishment by the Anti-Ragging Committee shall lie,
- i. In case of an order of an institution, affiliated to or constituent part, of a University, to the Vice-Chancellor of the University;
 - ii. In case of an order of a University, to its Chancellor.
 - iii. In case of an institution of national importance created by an Act of Parliament, to the Chairman or Chancellor of the Institution, as the case may be.

9.2 Where an institution, being constituent of, affiliated to or recognized by a University, fails to comply with any of the provisions of these Regulations or fails to curb ragging effectively, such University may take any one or more of the following actions, namely;

- i. Withdrawal of affiliation / recognition or other privileges conferred.
- ii. Prohibiting such institution from presenting any student or students then undergoing any programme of study therein for the award of any degree/diploma of the University.

Provided that where an institution is prohibited from presenting its student or students, the Commission shall make suitable arrangements for the other students so as to ensure that such students are able to pursue their academic studies.

- iii. Withholding grants allocated to it by the University, if any
- iv. Withholding any grants channelized through the university to the institution.
- v. Any other appropriate penalty within the power of the university.

9.3 Where in the opinion of the appointing authority, a lapse is attributable to any member of the faculty or staff of the institution, in the matter of reporting or taking prompt action to prevent an incident of ragging or who display an apathetic or insensitive attitude towards complaints of ragging, or who fail to take timely steps, whether required under these Regulations or otherwise, to prevent an incident or incidents of ragging, then such authority shall initiate departmental disciplinary action, in accordance with the prescribed procedure of the institution, against such member of the faculty or staff.

Provided that where such lapse is attributable to the Head of the Institution, the authority designated to appoint such Head shall take such departmental disciplinary action; and such action shall be without prejudice to any action that may be taken under the penal laws for abetment of ragging for failure to take steps in the prevention of ragging or punishing any student found guilty of ragging.

9.4 The Commission shall, in respect of any institution that fails to take adequate steps to prevent ragging or fails to act in accordance with these Regulations or fails to punish perpetrators or incidents of ragging suitably, take one or more of the following measures, namely;

- i. Withdrawal of declaration of fitness to receive grants under section 12B of the Act.
- ii. Withholding any grant allocated.
- iii. Declaring the institution ineligible for consideration for any assistance under any of the general or special assistance programmes of the Commission.
- iv. Informing the general public, including potential candidates for admission, through a notice displayed prominently in the newspapers or other suitable media and posted on the website of the Commission, declaring that the institution does not possess the minimum academic standards.
- v. Taking such other action within its powers as it may deem fit and impose such other penalties as may be provided in the Act for such duration of time as the institution c)
- vi. ompiles with the provisions of these Regulations.
 - h) Provided that the action taken under this clause by the Commission against any institution shall be shared with all Councils.

(Dr. R. K Chauhan)

Secretary

Examination Rules

Students are strictly advised not to indulge in any kind of malpractice cases. If any, it will be dealt severely, ranging from cancellation of the specific paper to cancellation of all papers.

- A. Candidates must bring their Hall Tickets and ID cards for all examinations.
- B. In case of loss of Hall Ticket, a duplicate Hall Ticket shall be issued from Controller of Examination on payment of Rs. 100/-. An application is also required for issuing duplicate hall ticket. The application shall be forward through Academic Coordinator.
- C. Candidates should keep their books and bags outside the examination hall.
- D. Candidates should occupy their allotted seats, 10 min before the commencement of the examination.
- E. Candidates will not be permitted to appear for the examination if he/she reports after half an hour from the time of commencement of examination.
- F. Strict silence should be maintained in the examination hall.
- G. Candidates must bring their own stationery items such as pen, pencil, eraser etc. They should not exchange these items with others in the examination hall.
- H. Cell phones are strictly prohibited in the examination halls.
- I. Candidates should wear Formal Dress while appearing for the exams. ID Cards are mandatory for entry to the examination hall.
- J. Candidates should check whether they have received the correct question paper before answering.
- K. Candidates should write their Roll Number on question papers. They should not write anything else on the question paper.
- L. Candidates will be permitted to leave the examination hall only after one hour of the commencement of the University examination.

Student Evaluation System

Examination Process

Continuous Assessment

All courses undertaken by students are evaluated during the semester using internal system of continuous assessment. The students are evaluated on class /tutorial participation, assignment work, lab work, class tests, mid-term tests, quizzes and end semester examinations, which contribute to the final grade awarded for the subject. Students will be notified at the commencement of each courses about the evaluation methods being used for the courses and weightages given to the different assignments and evaluated activities.

In order to make the evaluation system as similar and transparent with any of the globally reputed educational institutions like N.I.Ts, I.I.Ts etc. the Om Sterling Global University Academic Council has adopted the grading practices. Here marks obtained in the continuous assessment and end semester examination are added together and a 10-point grading system will be used to award the student with an overall letter grade for the course (subject).

SESSIONALS:

40% marks in each theory paper shall be assigned for sessional/ internal assessment and 60% marks in each theory paper shall be reserved for end term examination. However, for practical papers 60% marks shall be reserved for sessionals/ internal assessment and 40% marks for end semester examination.

The Sessionals be evaluated by the teachers concerned based on the work done during the semester on the basis of the following weightages:

(a) For Theory Subjects:

- | | |
|---|-----|
| (i) Three Class Tests (Average of Two Best) | 40% |
| (ii) Class Attendance (Lecture/ Tutorial)*40% | |
| (iii) Class Work/Assignment/Case Studies | 20% |

(b) For Practical Subjects:

- | | |
|-------------------------|-----|
| (i) Viva-Voce/Test | 20% |
| (ii) Laboratory Record | 20% |
| (iii) Class Attendance* | 40% |
| (iv) Class work | 20% |

*Marks will be awarded proportionate to the attendance.

Letter Grading System

Final evaluation of course is carried out on a TEN POINT grading system. Performance Grade and Grade Points are as shown below:

Table 1

Marks	Grade Value	Grade	Description
91 to 100	10	AA	Out Standing
81 to 90	9	A+	Excellent
71 to 80	8	A	Very Good
61 to 70	7	B+	Good
51 to 60	6	B	Above Average
41 to 50	5	C	Satisfactory
Less than 41	0	F	Exposed
Absent in the University Final Examination	0	I	Incomplete

Note: In order to convert the SGPA and CGPA into percentile, multiply the same with the Conversion factor of 10.

A student who earns a minimum of 5 grade Point (C grade) in a course (subject) is declared to have successfully completed the course, and is deemed to have earned the credits assigned to that course. A course successfully completed cannot be repeated.

A student should have appeared for the end semester examination of the prescribed course of study (mere appearance in the continuous assessment test is not sufficient) to be eligible for the award of the degree in the course.

If a student is eligible for but-fails to appeared in the end semester examination, he/she will be awarded an 'I grade (in complete) on the grade sheet. For all practical purposes an 'I 'Grade is treated as an 'F'.

If a student is not eligible to appear in the end semester examination owing to his/her not fulfilling the minimum attendance requirements, he may be permitted to re-register for those courses in which he/she had attendance shortage, at the next available opportunity.

Grade Point Average (SGPA) & Cumulative Grade Point Average (CGPA)

Each course grade will be converted into a specific number of points associated with the grade as mentioned in above Table 1. Here points are weighted with the number of credits assigned to a course. The Grade Point Average (GPA) is the weighted average of grade points awarded to a student. The Grade Point Average for each semester will be calculated only for those students who have passed all the courses of that semester. The weighted average of GPA's of all semester that the student has completed at any point of time is the Cumulative Grade Point Average (CGPA) at that point of time.

CGPA up to any semester will be calculated only for those students who have passed all the courses up to that semester.

A student of student has to earn minimum of **244 credits** to gets his B. Tech. Degree on completion of eight semesters.

Calculation of SGPA and CGPA:

Example:

Table 2

Courses	Credits	Letter Grade	Grade Value	Credit Value	Grade Points
Mathematics	3	B+	7	3x7	21
Chemistry	3	A	8	3x8	24
Physics	3	A+	9	3x9	27
Language Lab	2	A	8	2x8	16
TOTAL	11			TOTAL	88

$$\text{In this case GPA} = \frac{\text{Total Grade Points}}{\text{Credits}} = \frac{88}{11} = \mathbf{8.0}$$

Suppose the GPAS in two successive semesters are 7.0 and 8.0 with 26 and 24 respective course credits, then the

$$\text{CGPA} = \frac{7 \times 26 + 8 \times 24}{26 + 24} = \frac{374}{50} = \mathbf{7.48}$$

After the results are declared, grade cards will be issued to each student which will contain the list of courses for that semester and the grades obtained by the student, as well as GPA of that semester. However, a conversion factor of "10", will be included, enabling students and future

employers for transforming CGPA into percentage of marks at par with the existing practices of I.I.Ts, N.I.Ts and A.I.C.T.E.

Minimum Eligibility Requirements in Om Sterling Global University for proceeding to the next academic year of study.

A First year Student of Om Sterling Global University satisfying the below mentioned requirements is eligible to study in the 3rd Semester of next academic year.

“Pass with Minimum C Grade in Four Theory Papers & Pass in Four Laboratory Papers in the I & II Semester (Combined)”

A Second year Student of Om Sterling Global University satisfying the below mentioned requirements is eligible to study in the Vth Semester of the next academic year.

“Pass with Minimum C Grade in Four Theory Papers & Pass in Four Laboratory Papers in the IIIrd & IVth Semester (Combined)”

A Third year Student of Om Sterling Global University satisfying the below mentioned requirements is eligible to study in the VIIth Semester of the next academic year.

“Pass with Minimum C Grade in Four Theory Papers & Pass in Four Laboratory Papers in the Vth & VIth Semester (Combined)”

Proficiencies:

Extra-curricular activities as listed below will be offered to students of all programs. These activities will run in both semesters and evaluated. Activities will be graded as Outstanding/Excellent/ Very Good/Good/ Above Average/ Satisfactory/Exposed/Incomplete.

The extracurricular activities are sports, cultural:

1.	Tennis	2.	Athletics	3.	Table Tennis
4.	Badminton	5.	Gymnastics	6.	Chess
7.	Throw Ball	8.	Gardening	9.	Organization & Management
10.	Football	11.	Electronics	12.	Fine Arts & Paintings
13.	Cricket	14.	Social Service Club	15.	Rovers & Rangers
16.	Volleyball	17.	Music and Dramatics	18.	Model and Sculptures
19.	Basketball	20.	Debate	21.	Equestrian Race
22.	Kho - Kho	23.	Robotics	24.	Yoga & Meditation
25.	Art & Photography Club	26.	Cultural Club	27.	Any other activity with prior approval of the President.

Guideline for submission of assignment

A. Assignments (Theory)

Following are the guidelines of assignments, their evaluation.

Assignment means a set of work, tasks and/or numerical problems given to the student, on the basis of topics recently covered in the class as homework to be solved and submitted, within the time frame given by the faculty and the examination cell. Each assignment should require 5 – 6 hours’ work to be done by the student. The Date of Submission (DOS) duly announced on the Date of Allotment (DOA) to the student and duly mentioned in the Academic Calendar.

1. In a multiple-section course, the preparation, duplication and distribution is the responsibility of the *Course Coordinator*.
 - a. Allotment of an assignment should be made in the academic calendar of the semester.
 - b. The Date of Submission (DOS) of an assignment should be the *tutorial* in the prescribed week wherever applicable. Where tutorials are not scheduled, submission should be in the first lecture of the subsequent week.
2. Assignment should NOT have any descriptive questions (that can be directly copied from a book or from the internet). However, in those course(s) where only descriptive problems are feasible, prior approval for the same is to be sought from the President in writing mentioning the justification for the same.
3. The effective teaching for semester is generally of 14 weeks. The minimum number of assignments to be given throughout the semester is two. No assignment should be due in the last week of the semester.
4. The assignment is to be submitted on or before the Date of Submission (DOS) as announced.
5. The evaluation of numerical assignment will be done through a test based on the assignment. The test would comprise of one of the questions from the assignment to be solved in the class. The following process may be adopted for the purpose:
 - a) Ask students to bring the assignment sheets to the class (along with calculators, if required).
 - b) Take 60 sheets of A4 sheets. On each sheet write the roll number of a student and the question number from the assignment that he/she has to solve. Different question for adjacent students. Make student sit roll-number-wise, so that no two adjacent students are given the same problem.
 - c) Give student just sufficient time to solve the problem assuming that they have done the assignment at home.
 - d) Make sure they have submitted the assignment before the start of the test and that they are not copying.
6. Marks to be awarded in these assignment-quizzes only if the assignment is submitted in time.
7. For non-numeric assignments the rest could have questions based on the assignment. Make sure that there are multiple shuffled sets for these tests to prevent copying. The comments on the assignments are mandatory. The marks are to be allotted to submission and test *separately*.
8. Minimal time to be given to the students to attempt the said tests because they should not require any thinking for solving these as they have already solved these problems earlier.
9. The evaluated assignments/tests are to be shown to the student (as done in scrutiny of the End Term Examination answer sheets) and are to be retained by the instructor. The evaluated assignments/test should be retained till the next assignment is evaluated. This is to permit checking by designated authority at any instance.
10. The assignment-based tests should be given on the Date of Assignment (DOS). Only the students who have submitted the assignment on time should be allowed to take the test, otherwise, the student should be awarded ZERO marks for the same.
11. This procedure is to be announced and explained to the students in the very first class. The importance of timely submission of assignments should be explained.

12. No deviation from this policy is permitted except with a written prior approval from the president.

B. Laboratory Assessments

Following are the guidelines for the conduct and evaluation of practical in all courses with laboratory components:

1. A practical is where a student is taken to a laboratory and is asked to perform a set of task on the given computer, equipment or on a setup comprising of devices or components. This includes on-the spot conduct of an activity to derive desired results and to report the findings.
2. A student will have to maintain record of the experiments performed in the labs in the bound lab notebook.
3. The lab notebook should be maintained in the format of a lab journal, where (in general) the aim of the experiment, the observations, calculations, results ad discussions are reported. These should not have any description like ‘method’ etc, unless the method itself is the aim of the experiment. Error analysis forms an essential part of the lab journal.
4. Each lab work performed is to be verified by the respective teachers in the next class.
5. A student will be evaluated on every experiment/lab performed. The components of practical assessment are to be re-defined, notified to the student and to be strictly adhered to.
6. The records of the students attendance in the lab is to be maintained. The lab file record is evaluated for 10 marks and the attendance weightage will be again 10 Marks.

Punishment for Malpractices in the Examination

S.No.	NATURE OF MALPRACTICE	PUNISHMENT
1.	Appeal for a favorable consideration or mercy in the answer book.	Fine of Rs. 1000/- per paper, Controller of Examinations is authorized to deal with such cases.
2.	Writing name of the Candidate in the answer book by the candidate.	
3.	Writing Reg. No. in places other than specified in the Answer Book by the Candidate.	
4.	Any Special marking in the answer script by the Candidate.	
5.	Verbal or Oral communication to neighboring candidate.	Cancellation of examination of the particular paper.
6.	Irrelevant writings in the answer book.	
7.	Possession of any incriminating materials inside the examination hall (whether used or not).For example: Written or Printed materials, bits, writings on scale, calculator, Handkerchief, Dress, Part of the Body, Hall Ticket etc.	Cancellation of the examination of the particular paper and all current Semester Papers Registered during the session. If the Candidates have Registered for arrear papers only, cancellation of all arrear papers of the Examination.
8.	Possession of Cell Phones, Programmable calculator.	
9.	Copying from neighbor.	
10.	Exchange of Question papers and other materials with some answers.	
11.	Vulgar writing in the answer book.	Cancellation of all examinations (Current semester paper and arrear papers) registered during the Session.
12.	Possession of answer book of another Candidate.	
13.	Giving answer book to another Candidate.	
14.	Appeal in the examination answer book coupled with a promise of any form of consideration.	
15.	Misbehavior in the examination hall (unruly conduct in the examination hall, threatening the hall Superintendent/Chief upper intendants and other examination officials).	Cancellation of the theory examinations (all papers – current and arrear) and further debarred from continuing his/her studies for one year i.e. two subsequent semesters. However the student is permitted to appear for the examination in all the arrear subject up to the last semester during the debarred period.

16.	Involved in Malpractice for the second or subsequent times of Serial No. 7 to 14.	Handing over the Impersonator to the police with a complaint to take appropriate action against the person involved in the impersonation by the Controller of Examination.
17.	Cases of impersonation.	
		Cancellation of the examinations(all papers-arrear and current) appeared for the Bonafide Student for whom the impersonation was done and further the Bonafide Student will be debarred from continuing hi/her studies and writing all examination for 2 years. If a student of this University is found to impersonate a 'Bonafide Student', the impersonating student also will be debarred from continuing his/her studies and writing all examination for 2 years.

If any other type of malpractices reported other than the described above, the Enquiry Committee may recommend appropriate punishment.



OMSTERLING GLOBAL UNIVERSITY

(ESTABLISHED UNDER HARYANA PRIVATE UNIVERSITIES ACT - 2006 AS PER SECTION 2F OF UGC ACT - 1956)

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