



KIET

GROUP OF INSTITUTIONS

Affiliated to Dr. A.P.J. Abdul Kalam Technical Univ., Lucknow
Accredited by NAAC with Grade 'A' (5 yrs) | NBA accredited courses
Delhi-NCR, Meerut Road (NH-58), Ghaziabad - 201206



“Shaping Young Minds With Skill Oriented & Value Based Education”

STUDENT MANUAL

(GUIDELINE BOOKLET FOR STUDENTS)

(ACADEMIC YEAR : 2020-21)



www.tbi-kiet.in



EXPECTATION FROM KIET STUDENTS

* ***One project per year to be showcased in Annual Technical Fest-Innotech:***

Projects help in becoming better learners and better engineers. The skills learnt by doing projects help the student to prepare better for the industry. It helps to inculcate and to explore qualities like leadership, teamwork, confidence and hard work.

* ***One publication/patent/product during the degree:***

A publication/patent/product is important because it can help safeguard to your invention. It can protect any product, design or process that meets certain specifications according to its originality, practicality, suitability, and utility. As an Engineering/ Management/ Pharmacy student, a patent can definitely add to your credentials and will help you in getting good placements.

* ***Appearance in GATE/GPAT for (undergraduate only):***

It's always good to strengthen your career and pursue postgraduate courses. Qualify GATE examination is also a minimum requirement to apply for various fellowships awarded/job opportunities by many government organizations/PSU like DRDO, BARC, ISRO, NTPC, BPCH, HPCL, GAIL, HAL and many more. Further, GATE qualified candidates are also eligible for the award of Junior Research Fellowship in CSIR. GPAT is conducted by All India Council for Technical Education (AICTE) for admissions to master's M. Pharma programs in the country.

* ***One participation in National Level Event (Cultural/Technical/Literary):***

When students participate in cultural/ technical and literary activities, it gives a boost to their self-esteem. This self-esteem helps them to face the outer world more confidently.

VISION

To achieve excellence in technical education and create competent professionals for industry & Social-economic development to meet National and International needs.

MISSION

- To achieve academic excellence in technical education through innovative teaching-learning process.
- To provide strong fundamental & conceptual knowledge with essential skills to meet current and future needs.
- To build strong industry academia connect through industrial & socially relevant projects.
- To inculcate right human values and professional ethics.

QUALITY POLICY

Acknowledging our commitment towards quality and systematically streamlined working, the quality certifying authority has awarded us the ISO-9001-2015 certification. This certification means that we have an established system for monitoring and examining of academic procedures like lesson plans, completion of syllabus and manuals. A well established hierarchical and organizational structure, authority system, documentation procedure, safety and security system have inspired the certification authorities to award the institute the coveted ISO-9001-2015 certification.



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“Ensuring quality higher education is one of the most important things we can do for future generations”

KIET Group of Institutions was established in 1998 at Ghaziabad (Delhi-NCR) with an annual intake of 180 students. It is an **AICTE** approved Institution and is affiliated to **Dr. A.P.J Abdul Kalam Technical University, Lucknow** (formerly UPTU). With the glorious legacy of **22 years**, the Institute now has **6000+** students on its rolls which is a substantial growth and is empowered with 350 + highly qualified full-time faculty to nurture our students. KIET has been sustaining excellent results over the last several years and has been consistently rated as one of the best Institutions affiliated to Dr. A.P.J Abdul Kalam Technical University, Lucknow. KIET believes and focuses on **'Shaping young minds with skill oriented and value-based education'**.

KIET offers **B.Tech** Degree courses in **eight disciplines** i.e. (CSE, ECE, EN, IT, ME, CE, CS, CSIT) and in addition **M.Tech** in **four disciplines** i.e. (CS, EC, EN, ME), **MCA, MBA & Pharmacy** (B.Pharm & M.Pharm) courses to meet varied aspirations of the students. The Institute in the **A.Y 2020-21**, has a sanctioned intake of 1834 including all its UG/PG programs. Our six **B.Tech** programmes (**CSE, IT, ECE, ME EN & CE**), **MCA & Pharmacy** are NBA accredited and Institute has **NAAC** accreditation status with **'A' Grade**. In addition, The Institute has recognition of **Scientific and Industrial Research Organizations (SIRO)** by Department of Scientific & Industrial Research (DSIR). Over the years, KIET Group of Institutions has been established as a preferred destination to bright students with 100% admissions.

The institute has earned a vital position in the Rank Band of **201-250** for **Engineering discipline** in **National Institutional Ranking Framework (NIRF) - India Ranking 2020** announced by **MHRD, Govt. of India**. In addition, KIET Group of Institutions has remarkably positioned itself as **'Band A'** Institution i.e. among **Top 25 Institutions** in category of **'Private/Self-Financed College/Institutes'** in **ARIIA 2020 rankings** announced by the **Hon'ble Vice President of India @ award ceremony** for **ARIIA Rankings 2020**. Also, recipient of **AICTE -Utkrisht Sansthan Viswakarma Award (USVA) 2020** in **category3 Material/Product manufactured/Developed (II position)** in recently announced award ceremony of **USVA 2020** in the august presence of **Shri Ramesh Pokhriyal Ji, Hon'ble Education Minister**.

6 Patents of **KIET Group of Institutions** as applicants recently got published in the Journal of Patent, 36/2020 (4 September, 2020). The said 6 Patents are available on the link

http://www.ipindia.nic.in/writereaddata/Portal/IPOJournal/1_4904_1/Part-1.pdf.

KIET has well established **Innovation Centre**, conceptualized with a mission to promote **outcome-based learning for students** that includes learning by making market-ready projects and developing deeper understanding of the subject specifically in student's own interest area.

This Centre is designed and developed with latest equipment for the practical hands-on experience of students and includes equipment and software tools of various fields of technology.

The **beyond curriculum** hobby & technical clubs at KIET provide the much-needed hands on experience to the students, contributing towards their all-round development and some of the initiatives taken are-

- Centre for **Automotive Mechatronics** in collaboration with Mercedes Benz India Pvt Ltd.
- Organizing project Exhibitions and Summer/Winter Schools value added courses (iOS, NI lab view, Android, etc.) Cambridge Certification for English Language, GATE/GPAT coaching, Aptitude and Soft Skills Training etc.
- **Career Guidance Centre (CGC)** for National & International educational opportunities and this has already proved instrumental in providing opportunities to the students to gain internships in Germany, Egypt, Indonesia Kenya & others. Japanese language course has also been introduced under its aegis. The institute believes in **preparing global citizens** and the CGC@KIET looks after their international relations, collaborations, foreign languages, events and internships.

The Institution is embellished with a number of **Centers of Excellence** and our students acquire competence to become **global knowledge workers**. Our in-house entrepreneurship cell, **Technology Business Incubator** i.e. TBI-KIET and **Innovation Centre** up skill our students through research-based activities. This 'Technology Business Incubator (TBI)' set up in association with Department of Science & Technology, Govt. of India, to promote Innovation and Entrepreneurship in the Institute and in the adjoining areas. Since its inception, it has accelerated **87 starts-ups** thereby promoting a culture of Innovation and Entrepreneurship keeping in line with Start-Up India and New India programs of the GOI. Presently, **35 incubatees** are operational.



COURSES OFFERED

Courses			
S.No.		U.G. Courses	Intake
1.	B.Tech	Computer Science & Engineering	180
2.		Computer Science & Information Technology	180
3.		Computer Science	180
4.		Electronics & Communication Engineering	180
5.		Electrical & Electronics Engineering	180
6.		Mechanical Engineering	150
7.		Information Technology	180
8.		Civil Engineering	90
9.	B.Pharm		100
P.G. Courses			
10.	MBA		150
11.	MCA		150
12.	M.Tech	Electrical & Electronics Engineering	18
13.		Mechanical Engineering	18
14.		Electronics & Communication Engineering	18
15.		Computer Science & Engineering	18
16.	M.Pharm	Pharmaceutics	15
17.		Quality Assurance	15
18.		Pharmacology	12
19.	ADAM	Advanced Diploma in Automotive Mechatronics	20



ANTI - RAGGING COMMITTEE

In order to prevent any incident of ragging, an **Anti-Ragging Committee** headed by the Director and comprising of the following members has been constituted:

Chairman:	Dr. (Col) A Garg	Director	8744097773
Vice Chairman:	Dr. Manoj Goel	Joint Director	9873816173

Members:

1.	Dr. K. Nagarajan	Principal KSOP	9997628670
2.	Dr. Anil K. Ahlawat	Dean-Academics	9891616861
3.	Dr. Satish Kumar	Dean-SW	9871322833
4.	Dr. Sanjay Sharma	Dean (R&D) & HoD-ECE	9917251286
5.	Dr. Adesh Kr. Pandey	Dean (ITS) & HoD-IT/CSIT	9873709715
6.	Prof. Bhoopendra Kumar	Chief Proctor	9582943933
7.	Dr. R. Srinivasan	HoD-MBA	9958967555
8.	Dr. Ajay Kr. Shrivastava	Head-SD&FS & HoD-MCA	9873657877
9.	Dr. C. M. Batra	Convener-VE Cell & HoD-AS	9873725677
10.	Dr. Ashish Karnwal	HoD-ME & Head-CAM	9999365444
11.	Dr. Shailendra K. Tiwary	Head-EEM Cell & HoD-CE	8923483564
12.	Dr. Vineet Sharma	Head CPP Cell & HoD-CSE/CS	9811139463
13.	Dr. Neeraj Gupta	HoD-EN	9761115253
14.	Dr. Sumita R. Chaudhary	COE & HoD-EIE	9811861570
15.	Prof. Komal Mehrotra	HoD-HS	9415267620
16.	Dr. Sheetal Mittal	Joint COE & Professor-AS	9999021456
17.	Dr. Mani Tyagi	Assoc. Prof.-MBA	8171540944
18.	Hon. Capt. K. P. Singh	Admin. Officer	9711598330
19.	Shri Anup Srivastava	Registrar	9873816182

Students:

List of students (26) is attached herewith. (**Annexure-1**)

Representatives from outside Institute:

1. Civil & Police Administration	SHO, Muradnagar	9454403422
2. Uddeshya (NGO)	Mr. Shiva Kant Sharma	8909884156
3. Local Media	Shri Braham Pal Singh	9873667400
4. Parent	Dr. K. P. Mishra	9411245964

Above committee members are to keep an extra vigil at all times to ensure that no ragging takes place in any form. Any incidence of ragging is to be reported to the committee at the earliest.


Director

 Say **NO** to
Ragging

ANTI - RAGGING

KIET Group of Institutions is **RAGGING FREE INSTITUTE**. In the incident of Ragging, students have to report the matter forthwith to any member of Anti-Ragging committee. Besides above arrangements, students have to report as per following directive:

STEP I : Respective Class coordinator/ Mentor

STEP II : Respective HoD/ Anti-Ragging squad Members

STEP III : Chief Proctor/ Dean (SW)/ Dean (Academics)

STEP IV : Director/ Joint Director

STEP V : AKTU Anti-Ragging Cell/ Anti-Ragging Cell (ARC)

The student can also report an incident of ragging through the website of KIET i.e., www.kiet.edu. Further student may also contact KIET Helpline No-1800-313-0056.

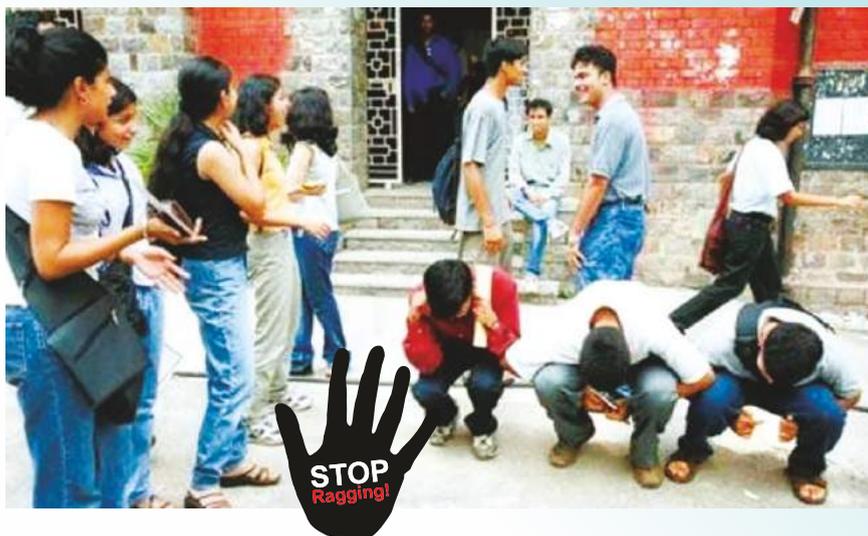
WHAT IS RAGGING ?

The Hon'ble Supreme Court of India has given a comprehensive meaning of Ragging as under: *“Ragging is any disorderly conduct whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness to any student, indulging in rowdy or indisciplined activities which cause or likely to cause annoyance, hardship or psychological harm or to raise fear or apprehension thereof in a fresher or a junior student and which has the effect of causing or generating a sense of shame or embarrassment so as to adversely affect the psyche of a fresher or a junior student.”*

FORMS OF RAGGING

It is said that man's imagination knows no bounds. Very true, but when it comes to Ragging, it can be rightly said that man's perverted imagination too knows no bounds! From what was intended to provide good humor and harmless fun to students, ragging today has assumed torturous, vulgar and inhuman forms that defy all norms of decency, humanity and morality. Some of the most popular forms of ragging in colleges are:

➤ **Dress Code Ragging:** The freshers are asked to dress in a specific dress code for a particular period of time. But this isn't as easy as it seems. For the dress code prescribed is generally weird e.g. dressing totally in white or black with the hair oiled and combed in a particular style. The dress code ragging may make the freshers feel awkward and uncomfortable as it often brings them unnecessary attention from everybody.



- **Formal Introduction:** This involves asking the freshers to introduce themselves in 'Shuddh Hindi'. The introduction includes the fresher's name, address, school, marks, etc.
- **Verbal Torture:** Verbal torture involves indulging in loose talks. The freshers may be asked to sing the lyrics of any vulgar song or use abusive language while talking to the seniors.
- **Sexual Abuse:** This is the severest form of ragging that takes place in colleges. The seniors are mainly interested in 'juicy' details such as the anatomical description of one's body parts, his or her sexual interests, etc. In many cases, the freshers have been asked to strip before the seniors.
- **Playing The Fool:** The freshers may be asked to enact scenes from a particular movie or mimic a particular film star. In many cases, the seniors may also ask the freshers to do silly things like climbing a tree, kissing a tree, proposing to someone from the opposite sex, etc.
- **Hostel Ragging:** Outstation students who stay in the hostel are most vulnerable to ragging. They may be asked to do all odd acts from cleaning the room of seniors to washing their clothes, from fetching them water or milk to completing their assignments.
- **Drug Abuse:** This can be the worst form of ragging wherein the freshers are forced to try drugs thereby driving them into addiction.

PUNISHMENTS/STRINGENT ACTION IN CASE OF RAGGING

Depending upon the nature and gravity of the offence as established the possible punishments for those found guilty of ragging at the Institution level shall be anyone or any combination of the following: -

- Cancellation of admission
- Suspension from attending classes
- Withholding/ Withdrawing Scholarship/ Fellowship and/ or any other benefits
- Debarring from appearing for any test/ examination and/ or other evaluation process
- Withholding results of any test / examination
- Debarring from representing the Institute in any campus interview
- Debarring from representing the Institute from attending/ participating in any national or international meet/ tournament / youth festival, etc.
- Suspension / expulsion from the hostel
- Rustication from the Institute for such period as may be decided by concerned authorities
- Expulsion from the Institute and consequent debarring from admission to any other educational institution, for such period as may be decided by concerned authorities
- Imposition of fine up to Rs. 25,000/- (Rupees Twenty-Five Thousand)
- Rigorous imprisonment up to 3 (three) years (by a Court of Law) etc.

Provided that where the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.



ANTI-RAGGING SQUAD

KIET Group of Institutions has constituted an Anti-Ragging Squad as per the UGC / AICTE guidelines. The squad will conduct on-the-spot enquiry into the incidents of ragging referred by any student or guardian.

S.No.	Faculty Name	Department	Mobile No.
1.	Prof. Amit Goyal	MCA	9899979748
2.	Prof. Pratibha Kumari	ME	9873896841
3.	Prof. Brajesh K. Tiwari	EN	9999297600
4.	Prof. Himanshu Aggarwal	KSOP	9528154665
5.	Prof. Mukul Agrawal	IT	9899260385
6.	Prof. Ankit verma	MCA	9873137958
7.	Prof. Om Prakash	IT	9582072481
8.	Prof. Hunny Pahuja	ECE	9729288808
9.	Prof. Priti Singh	AS	8447326913
10.	Prof. Kumari Archana	ME	8447164122
11.	Prof. Aruna Yadav	CSE	9654880033
12.	Prof. Nitin Kumar	IT	7503447787



www.kiet.edu

RAGGING FREE CAMPUS



STUDENTS ANTI-RAGGING COMMITTEE

To prevent ragging, KIET Group of Institutions has constituted a team of 26 students from various branches for monitoring the incident of ragging in the campus.

S.No.	Roll. No.	Student Name	Mobile No.	Branch
1.	1900290700017	Aniket	9568008024	MBA
2.	1900290700114	Tanvi Varshney	9045716380	MBA
3.	1900290140033	Shivam Nerwal	6396199202	MCA
4.	1900290140023	Prachi Singh	9457844541	MCA
5.	1819950071	Ritvike Shukla	8173011868	KSOP
6.	1819950011	Ananya Nagar	9919336823	KSOP
7.	1802921164	Tanya Bajaj	9756157777	EN
8.	1802921069	Kartikeya Agnihotri	9027498181	EN
9.	1802911023	Naman Srivastava	73102 62695	CSIT
10.	1802911057	Vartika Lamba	89293 70198	CSIT
11.	1802912004	Abhishek Vashishta	9634519953	CS
12.	1900290129003	Km. Renu	6396730778	CS
13.	1802932014	Mansi Kushwaha	8743990784	EIE
14.	1802932005	Harsh	9760066419	EIE
15.	1802913064	Gaurangi Sharma	8433471896	IT
16.	1802913105	Parv Rastogi	7388600339	IT
17.	1802910102	Muskan Parveen	9810544721	CSE
18.	1802910086	Kartikeya Gupta	6399905969	CSE
19.	1802931186	Yuvraj Chaudhary	7037671540	ECE
20.	1802931160	Simran Pandey	7985956218	ECE
21.	1802900018	Ashutosh Kumar	8433462132	CE
22.	1802900103	Yashika Gupta	8923760908	CE
23.	1802940186	Yash Bhardwaj	8630748083	ME
24.	1802940149	Shreya Sujay	7785970871	ME
25.	2000290400021	Ansh Singhal	7078919426	ME
26.	2000290310137	Riya Tyagi	9368373848	EC

Objectives

1. To comply with the direction of the Hon'ble Supreme Court in the case of sexual harassment at the work place.
2. To bring change in behavior and attitude for prevention of sexual harassment at the work place.

What Constitutes Harassment?

1. Unwelcome physical, verbal or non verbal sexual conduct
2. Forcible Physical Touch or Molestation
3. Physical Contact and advances
4. Requests for sexual favors
5. Sexually colored remarks
6. Showing pornography
7. Pursuing and Stalking Former Girl Friends
8. Gossiping and Spreading Information about a woman's private life
9. Ridiculing a woman on the basis of her color , Ethnicity, Dress or Physical Appearance
10. Eve Teasing Innuendos and Taunts

Anyone found indulging in such activities may face following disciplinary actions:

1. Debarring entry in the hostel / campus.
2. Debarring from heading posts.
3. Separation from the institute / hostel.
4. Stopping of increment / promotion (in case of employees only).
5. Any other action as per discretions of the competent authority. In appropriate cases police / civil authorities may also be approached.

Email ID: icccell@kiet.edu

**SPEAK OUT!
STOP HARASSMENT**



S.No.	Name	Nomination Type	Appointment	Contact
1.	Dr. Ritu Gupta (AS)	Chairperson		9810335686
2.	Dr. R Srinivasan (MBA)	Faculty Representatives	Members	9958967555
3.	Dr. Preeti Chitkara (AS)			9837524994
4.	Dr. Brajesh K Tiwari (EN)			9999297600
5.	Dr. Neha Bhadauria (ME)			9811523618
6.	Ms. Reeta Singhal (Lib.)			9811471093
7.	Mr. Vipin Kumar (AS)	Staff Representatives		9997126402
8.	Ms. Rupal Singh (NGO-Uddeshya) CSE IV Yr.	NGO Representative		7310029781
9.	Ms. Shilpy Tyagi EN - IV Yr.	Student Representatives		9720294353
10.	Ms. Shivani Meena CE - IV Yr.			7983851847
11.	Ms. Himanshi Rawat ME - IV yr			7251095116



DISCIPLINARY INSTRUCTIONS

- Every student must carry his/her Identity Card issued by the institute in the KIET premises. Failing which will be treated as indiscipline act.
- It is mandatory for the students to attend the classes, laboratory sessions, tutorial, etc; on all working days from the start to the end of the term/semester.
- Students are expected to behave in a responsible manner and abstain from chatting amongst themselves while the class is in progress.
- Any indiscipline or misbehavior in class or in the campus or in the bus or even outside the campus would warrant disciplinary action against the student(s).
- Students are encouraged to spend their free time in the Library/Reading Room. Clustering in the verandahs or crowding in front of the offices or the Campus roads are to be avoided.
- No student shall indulge in any activity that might be illegal or may lead to disorderliness.
- Possession or consumption of narcotic drugs, tobacco, smoking cigarettes, alcohol and other intoxicating substances are strictly prohibited in the campus and hostels.
- Students should follow institute dress code as per the institute guidelines.
- Any reported, observed, objectionable conduct within or outside the premises of the Institute, will make him/ her liable for strict disciplinary action.
- Students shall not indulge in activities, which would damage/ disfigure Institute's property including books, apparatus, furniture etc.
- Students involving in business, collection of funds, compelling others to join in some organization as a member etc must not be made under any circumstances.
- No one shall indulge in politics, violence, rioting or instigate communal feelings or have dealings with outside elements. Such activities may lead to expulsion of the student from the hostel as well as from the Institute.
- Misconduct or infringement of rules & regulations and activities which are not in the interest of the institution and harmful to the reputation of the institution will make a student liable for severe disciplinary action and even expulsion from the hostel as well as from the Institute.
- The institute has full power to suspend, fine, rusticate or to take any action which is necessary in case of any indiscipline by the student.
- Students need to obtain prior permission from the college authorities to exhibit any type of banners, flags, boards etc. inside the campus, hostels, gates, buildings or on the compound walls.

STUDENT DISCIPLINE POLICY

Objective of the Policy :

1. Good discipline is the fundamental requirement for the achievement of any institute's Vision and Mission. The primary focus at KIET Group of Institutions is the overall development of each and every student. Discipline is a collaborative effort by the institute's administration, parents, teachers and students. When this happens, we believe that a very positive and productive learning environment prevails, enabling students to strive for excellence. We seek to build within each student a love for learning, a sense of responsibility, self-discipline, an entrepreneur mindset and respect for others. Institute's goal is to create a community in which each one is respected and encouraged to reach their full potential. All students of KIET Group of Institutions are expected to make positive behaviour choices that promote their safety, the safety of others and a productive learning environment. However, mistakes are a natural part of growth.

When any student disregard rules, disobey instructions or otherwise engages in conduct which causes or may cause harm, inconvenience or embarrassment to the institute's faculty members, staff members, other students or anyone else, then this leads to disciplinary action against them. In order to combat discipline issues, KIET Group of Institutions has developed a discipline policy that is firm, transparent and will be consistently applied. The disciplinary policy is aimed at ensuring that issues of indiscipline and misconduct are managed and dealt within a fair, unbiased and confidential manner.

Disciplinary Rules and Procedures :

2. Details of various acts of indiscipline alongwith corrective action(s) for each are enumerated at Appendix-A. The disciplinary process is not intended to be punitive in nature. The procedure therefore describes the steps to be taken to deal with each situation reasonably and, wherever possible, help the student(s) concerned to improve their standards of conduct to reach to the acceptable level. However, it also allows to take necessary and sufficient steps to avoid any severe and repeated act of indiscipline.

Implementation Modality :

3. In case, any act of indiscipline is noticed, respective HoDs/ Chief Rector/ Dean-SW/ other Functional Heads can give a suitable decision as per implementation modality given in Appendix - B.
4. It is expected that all students at KIET Group of Institutions shall be responsible for conducting themselves in a manner that helps augment environment of learning and discipline during their stay in campus.


Dr. (Col) A Garg
Director

APPENDIX-A: DISCIPLINARY RULES & PROCEDURES

Clause No.	Act of Indiscipline	Corrective Action(s)
1.	Staying in the hostel during academic hours without permission.	<ol style="list-style-type: none"> 1. Counselling/Warning to Student. 2. Repetition may lead to information to parents.
2.	Fighting/Using abusive language with Hostel Staff/Mess boys/ Security Guards/ Attenders etc.	<ol style="list-style-type: none"> 1. Counselling/Warning to Student. 2. Information to Parents. 3. Termination from Hostel.
3.	Damage of college property due to negligence, e.g; causing damage to window panes while playing at unauthorized places.	<ol style="list-style-type: none"> 1. Warning to Student. 2. Information to Parents. 3. Suitable Monetary Penalty.
4.	Pasting of posters or distributing pamphlets, handbills etc., of an objectionable nature or writing on walls and disfiguring buildings.	<ol style="list-style-type: none"> 1.Warning to student along with undertaking from student. 2. Information to Parents. 3. Suspension from Classes. 4. Termination from Hostel.
5.	Organizing meetings in the institute and/or Displaying notices on the institute notice boards without permission of competent authority.	<ol style="list-style-type: none"> 1. Warning to Student. 2. Information to Parents. 3. Suspension from Classes. 4. Termination from Hostel. 5. Expulsion from the Institute.
6.	Creating public nuisance and disturbing the natural ambience by means of shouting; burning crackers, banging doors etc.	<ol style="list-style-type: none"> 1. Counselling/Warning to Student. 2. Information to Parents. 3. Suspension from Classes.
7.	Disruption of teaching, student examination, research or administrative work, curricular or extra-curricular activity or residential life of the members of the institute.	<ol style="list-style-type: none"> 1. Counseling/Warning to Student along with undertaking from student. 2. Information to parents along with undertaking from parents. 3. Suspension from Classes.
8.	Use of abusive language or Any act of disrespect towards the faculty & staff members.	<ol style="list-style-type: none"> 1. Information to Parents and their physical presence in the Institute along with undertaking from parents. 2. Suspension from Classes.

Clause No.	Act of indiscipline	Corrective Action(s)
9.	Misbehavior with company representatives/Faculty and Staff involved during placement drive.	Restrain from placement drive along with apology.
10.	Improper behavior while on Industrial Visits/Placements Visits/Educational Tours.	Debarring from participation in visits/tours.
11.	Bullying (includes any electronic, written, verbal or physical act or a series of acts of physical, social, or emotional domination) that cause physical or substantial emotional harm to another student or group of students.	<ol style="list-style-type: none"> 1. Information to Parents. 2. Suspension from Classes. 3. Debarring from Participation in Sports/Cultural/Placement Activities.
12.	Violation of the status, Dignity & honor of a student belonging to a differently abled or tribal communities. Discrimination against any student/member of staff on grounds of caste, creed, language, place of origin, social and cultural background or any of them.	<ol style="list-style-type: none"> 1. Warning to Student. 2. Information to Parents. 3. Suspension from Classes. 4. Termination from Hostel. 5. Expulsion from the Institute.
13.	Discrimination on the ground of sex/sexual harassment of women employees and girl students.	As per the Internal Complaints Committee (ICC) of the Institute.
14.	Deliberate act of mental harassment to any fellow student causing psychological trauma of serious nature amounting to ragging.	As per AICTE Regulations (2009) on Prevention and Prohibition of Ragging in Technical Institutions.
15.	Possession, distribution and consumption of cigarette & chewable tobacco as well as smoking in the hostel or institute campus.	<ol style="list-style-type: none"> 1. Counseling/Warning to Student. 2. Information to Parents.
16.	Possession and consumption of alcoholic drinks as well as other banned narcotic substances (Opium, marijuana etc.) and/or Entering the campus in intoxicated state.	<ol style="list-style-type: none"> 1. Information to Parents. 2. Suspension from Classes. 3. Termination from Hostel. 4. Expulsion from the Institute.

Clause No.	Act of indiscipline	Corrective Action(s)
17.	Possessing or using any weapons such as knives, Lathis, iron chains, iron rods, sticks, explosives and fire arms in the institute premises.	<ol style="list-style-type: none"> 1. Information to Parents. 2. Suspension from Classes. 3. Termination from Hostel. 4. Expulsion from the Institute.
18.	Physical assault/Fighting/abusing with other students causing serious/significant injury.	<ol style="list-style-type: none"> 1. Counseling/Warning to Student. 2. Information to Parents. 3. Suspension from Classes. 4. Termination from Hostel.
19.	Use of computing resources for unauthorized commercial purposes or personal gain.	<ol style="list-style-type: none"> 1. Counseling/Warning to Student. 2. Information to Parents. 3. Suspension from Classes.
20.	Stealing of money or costly electronic items like Laptop, Smart watch, Mobile or Camera etc.	<ol style="list-style-type: none"> 1. Warning to Student. 2. Information to Parents.
21.	Use of social media to tarnish the image of Institute, staff members and students of the Institute. Any other acts of indiscipline that tarnishes the image of the Institute.	<ol style="list-style-type: none"> 1. Information to Parents. 2. Suspension from Classes. 3. Termination from Hostel.
22.	Using unfair means in the examination.	As per the Institute Internal Examination Policy/As per AKTU Examination Guidelines
23.	Retaliation against any student or group of students who makes a complaint, cooperates with an investigation, or participates in a resolution process.	<ol style="list-style-type: none"> 1. Counseling/Warning to Student. 2. Information to Parents. 3. Suspension from Classes.
24.	Wastage of Food.	<ol style="list-style-type: none"> 1. Counselling of Student. 2. Warning to Student.
25.	Use of mobile in class/Late entry inside the class/Entry of two-wheeler rider in campus without helmet.	<ol style="list-style-type: none"> 1. Counselling of Student. 2. Warning to Student. 3. Information to Parents. 4. Suspension from Classes.

APPENDIX-B: IMPLEMENTATION MODALITY

S.N o.	Corrective Actions	Decisive Authority (Incident happening during academic hours)	Non-Academic Hours	
			Decisive Authority (Incident involving hostellers)	Decisive Authority (Incident involving Non-hostellers)
1.	Counselling of Student/Warning to Student/ Information to Parents/Undertaking by Student & Parents	Respective HoD/Addl-HoD on the recommendation of faculty or staff with whom incident took place	Respective Chief Rector/Rector on the recommendation of Warden with whom incident took place	Respective HoD/Addl HoD on the recommendation of Proctorial Board Member/Mentor
2.	Suitable MonetaryPenalty	Respective HoD/Chief Proctor/Dean-SW/Joint Director	Respective Chief Rector/Chief Proctor/Dean-SW/Joint Director	Respective HoD/Chief Proctor/Dean-SW/Joint Director
3.	Debarring from Participation in Visits/Tours	Respective HoD/Chief Proctor/ Dean-SW	Respective Chief Rector/Chief Proctor/ Dean-SW	Respective HoD/Chief Proctor/Dean-SW
4.	Debarring from Participation in Sports/Cultural and Other Activities	Respective HoD/ Chief Proctor/ Dean-SW	Respective Chief Rector/Chief Proctor/ Dean-SW	Respective HoD/Chief Proctor/Dean-SW
5.	Restrain from Placement Drive along with Apology	Head CRPC in consultation with Respective HoD	Head CRPC in consultation with respective HoD	Head CRPC in consultation with respective HoD
6.	Suspension from Classes up to three days	Respective HoD	Respective Chief Rector	Respective HoD
7.	Suspension from Classes from four to five days	Respective HOD in consultation with Chief Proctor & Dean-SW	Respective Chief Rector in consultation with Chief Proctor & Dean-SW	Respective HOD in consultation with Chief Proctor & Dean-SW
8.	Suspension from Classes beyond five days/ Termination from Hostel/ Expulsion from the Institute	Joint Director/ Director	Joint Director/ Director	Joint Director/ Director

NOTE :

1. Every student along with their parents will have to submit undertaking to the institute (*In case parents are called because of any indisciplinary activity*).
2. Repetition of any of the above clause will lead to the severe punishment, which may have bad impact on the character certificate of student.
3. Every indiscipline act made by student along with the corrective action(s) must be registered in the mentoring record by respective mentor at the department level.

4. A copy of the same will also be maintained by the respective proctorial board member in the format issued from the office of Chief Proctor/Dean-SW. Respective Proctor has to submit the data at the end of every fortnight to the office of Chief Proctor/Dean-SW for the purpose of record keeping and vigil for repetitive nature of students.

DRESS CODE FOR THE STUDENTS

1. All students are required to follow the dress code from Academic Session 2019-20 as illustrated below:
 - (a) **Academic Area:** Full Pant, Shirt / T-Shirt, Jeans, long Kurta / Kurti with legging / formal pant, Salwar Kameej and all formals are allowed.
 - (b) **Playing Area:** Sportswear as per activities is allowed.
 - (c) **Other Areas:** Vulgar dress not permitted in common area/ social gathering. Night dress permitted within the premises of hostel only.
 - (d) **Display of profane/ bad language / promoting use of drugs, Alcohol or Tobacco** in any form embossed on the dress is not permitted.
 - (e) **Footwear:** Both shoes and sandals / formal belly are allowed but bathroom slippers will not be permitted in classrooms, workshops and labs.
2. **Dresses for labs/workshops:** The uniform stipulated by the concerned department must be worn for all lab and workshop classes.
3. In case of violation of dress code, the students concerned will be asked by the concerned faculty/ coordinators/ HoD/ Deans/ Director to leave the academic areas.
4. In the event of repeated violation of the prescribed dress code strict disciplinary action may be initiated against the defaulter students.

Note: Every student is expected to maintain the sanctity of the academic Institute in the truest tradition.



INSTITUTE PROCTORIAL BOARD

To monitor the proper discipline in the Campus, KIET group of Institution has constituted a Proctorial Board to look after any incident of indiscipline.

S.No.	Name	Deptt.	Designation	Mobile No.
1.	Prof. Bhoopendra Kumar	CSIT	Chief Proctor	9582943933
2.	Prof. Yasir Karim	CE	Proctor	9718215799
3.	Prof. Om Prakash	IT	Proctor	9582072481
4.	Dr. Krishna Vijay Ojha	ME	Proctor	8800625835
5.	Dr. Amit Kumar Gupta	MCA	Proctor	9410815532
6.	Dr. S.K. Tripathi	EN	Proctor	9873905027
7.	Dr. Aditya Bhardwaj	CSE	Proctor	9041710993
8.	Dr. Prarthana Srivastava	AS	Proctor	9456680456
9.	Prof. Sachin Tyagi	ECE	Proctor	8506097863
10.	Dr. Ranchay Bhateja	MBA	Proctor	9319111513
11.	Prof. Surya Prakash	KSOP	Proctor	8587017568
12.	Dr. Varun Gupta	EIE	Proctor	9045440911
13.	Prof. Zatin Gupta	CS	Proctor	9899430033
14.	Prof. Ritu	CSIT	Proctor	9667670618



GUIDELINES FOR HOSTEL STUDENTS

1. All residents are required to maintain standards of behavior expected of students of a prestigious institution. They are expected to behave courteously and fairly with every one inside and outside the COLLEGE campus.
2. All residents are required to always carry their valid Identity Cards issued to them by the Institute.
3. The rooms, common areas and surroundings of the hostel should always be kept clean and hygienic. Notices shall not be pasted on walls, glass panes and walls shall not be scribbled on.
4. Rooms are allotted to each resident on his/her personal responsibility. He/she should see to the upkeep of his/her room, hostel and its environment.
5. Residents should bring to the notice of the warden any pending maintenance work (Civil, Carpentry, Electrical and Sanitation) to be carried out in rooms, corridors, toilets or other areas in hostel premises.
6. Residents should co-operate in carrying out maintenance work and vacate their rooms completely when the Hostel administration requires the rooms for this purpose. On such occasions, the management will try to provide alternate accommodation. If any maintenance work is to be carried out when the room is under occupation, it is the occupant's responsibility to make the room available for the maintenance work.
7. The residents should not carry unauthorized/illegal movies in their rooms. Any violation will be dealt severely.
8. The resident of a room is responsible for any damage to the property in the room during his/her occupancy of that room and will be required to replace/repair at their own cost the damage, if any.
9. In case of damage to or loss of hostel property the cost will be recovered from the residents responsible for such damage or loss, if identified, or from all the residents of the wing/hostel, as decided by the Rectors.
10. The resident shall not move any furniture from its proper allotted place and also not damage them in anyway. If there are any additional items other than the above belonging to the hostel in a room, the occupant of the room shall hand over them to the warden, failing which he/she will be charged a penal rent as decided by the Wardens.
11. The resident shall not remove any fittings from any other room or common area and get them fitted in his/her room.
12. Ragging of students admitted to the Institute is totally banned. Any violation of this by the senior students will be dealt with very severely as per the Institute norms and guidelines issued from time to time by the competent authorities.
13. Freshers should report incidents of ragging immediately. Those who do not do so even when being witnesses or victims, will be considered to be part of this practice, and will also be punished accordingly.

14. When the persons committing or abetting the crime of ragging are not identified, collective punishment on suspected group could be resorted to as a possible deterrent measure, as it would ensure community pressure on the potential raggers not to indulge in ragging.
15. All hostellers are required to sign an Anti-Ragging Undertaking form as per AICTE/UGC guidelines and submit to Registrar Office.
16. In the hostel premises following are strictly prohibited –
 - Smoking
 - Consumption of alcoholic drinks/drugs.
 - Gambling
 - Intimidation or violence
 - Willful damage to property
 - Entering the hostel premises in intoxicated state.
 - Boys moving near the girl's hostel premises.
 - Shouting and using abusive language in their own hostel or in other hostel premises and campus.
 - Employing unauthorized persons for personal work such as washing clothes, etc.
 - Cooking in room.
 - Parents/Relatives/Friends are not allowed to stay overnight in hostels. Mother/Father of the residents can only visit till 9 pm.
17. Room services are strictly prohibited. However, sick diet may be served in room after taking permission from Rector/Warden. Roommate may be permitted.
18. Residents should not participate in any anti-national, antisocial or undesirable activity in or outside the campus.
19. The use of electrical appliances such as immersion heaters, electric stove / heaters are not allowed in the rooms. Such appliances, if found will be confiscated and a fine will also be imposed.
20. The uses of audio systems which may cause inconvenience to other occupants are not allowed. The residents should not view objectionable videos.
21. When the residents go out of their room they should switch off all the electrical / electronic appliances, and keep it locked. Violation will attract suitable penalty and punishment as decided by authorities.
22. In case any resident has to stay out of hostel for a day or more for any reason, he has to obtain written permission from the Warden. However, during academic days students shall obtain written permission from concerned HoD/Addl. HoD and Warden.
23. No resident is permitted to stay in hostel rooms during academic working hours. However, any sick residents should obtain written permission from the Rector.
24. Residents of all hostels (both boys and Girls) must make entry in the in-out register available at main security gate for going out of the institute campus.

25. Birthday /celebrations of any kind with prior permission of the Rector. Strict adherence to the timings (duration of 3 hrs. max. till 12:30 AM) as well as maintaining the discipline in the hostel premises. However, celebrations of any kind should be pleasant and it should not cause any inconvenience to other inmates. Any type of physical handling and thereby deriving sadistic pleasure is strictly prohibited.

26. Hostel Timings and Entry/Out rules for Girl's Hostel:
Chief Rector : Dr. Pratibha Kumari (Mob. 9873896841)

S. No.	Course/Year	Normal entry time	Emergency	Students attending Coaching Classes
1.	All B.Tech/ B.Pharm/ MBA/ MCA 1 st year students	8.00 PM	Upto 9.00 PM with prior written permission of rector/warden	Not allowed after 8.00 PM
2.	All B.Tech/B.Pharm 2 nd , 3 rd , 4 th year, MCA 2 nd & 3 rd year, MBA 2 nd year students	8.00 PM	Upto 9.00 PM with prior written permission of rector/warden	Upto 9.00 PM with consent letter from parents

- No resident of Girl's hostels is allowed to go out of the institute campus after 7.30 PM at night or before 6.00 AM in the morning without gate pass and sanctioned leave.
- All the residents of Girl's hostels must adhere to the timings strictly.
- Violation of the above rules may lead to disciplinary action including expulsion from the hostel.
- If a student returns after normal entry time, guards at the main gate should allow the student only after informing the concerned wardens



27. Hostel Timings and Entry/Out rules for Boy's Hostel:

Chief Rector : Prof. Amit Goyal (Mob. 9899979748)

S. No.	Hostel name	Normal entry time	Night out pass (in case of more than 1 hr)	Emergency
1.	Chandragupt Hall of Residence	7.00 PM	After 7.00 PM	1 HR. Max.
2.	Tagore Hall of Residence	10.00 PM	After 9.30 PM	1 HR. Max.
3.	Aryabhatta Hall of Residence	10.00 PM	After 9.30 PM	1 HR. Max.
4.	Vivekanand Hall of Residence	10.00 PM	After 9.30 PM	1 HR. Max.
5.	CV Raman Hall of Residence	7.00 PM	After 7.00 PM	1 HR. Max.

- If a student returns after 7.00 PM / 10.00 PM then the respective warden has to be informed first then only the entry of that student is allowed.
- After 7.00 PM/ 9.30 PM if a Student wants to stay out for more than 1 hr. he has to take the night out pass from the respective wardens.
- In case of emergency, residents have to make entry in the register placed on the main gate and he is allowed to stay out from the hostel only for 1 hr.
- Violation of the above rules may lead to disciplinary action including expulsion from the hostel

BOYS HOSTEL COMMITTEE

1.	Prof. Amit Goyal	Chief Rector	9899979748
2.	Prof. Ankit Verma	Chandragupta	Rector 9873137958
3.	Mr. Chandra Bhusan Tripathi		Warden 8588816614
4.	Prof. Himanshu Aggarwal	Tagore	Rector 9528154665
5.	Mr. Vinod Pandey		Warden 858881661
6.	Prof. Hunny Pahuja	Aryabhata	Rector 9729288808
7.	Mr. Vijay Shanker Tiwary		Warden 9758017311
8.	Prof. Mukul Aggarwal	Vivekanand	Rector 9899260385
9.	Mr. Baldev Singh		warden 8588816605
10.	Prof. Shiv Kumar Sikarwar	CV Raman	Rector 9560522120
11.	Mr. Nagesh Kumar Tiwari		Warden 8588816603

GIRLS HOSTEL COMMITTEE

1.	Dr. Pratibha Kumari	Chief Rector	9873896841	
2.	Ms. Kumari Archana	Saraswati	Rector	8447164122
3.	Ms. Anjali Dixit		Warden	8588816606
4.	Dr. Priti Singh	Gargi	Rector	8447326913
5.	Ms. Anita Sharma		Chief Warden	8447735632
6.	Ms. Vineeta Ruhela		Warden	8588816607
7.	Ms. Aruna Yadav	Sarojini	Rector	9654880033
8.	Ms. Usha Sharma		Warden	8588816608

ACADEMIC POLICY 2020-2021

At present KIET Group of Institutions is playing an important role in the overall development of their students. The goal is not only to enrich the knowledge but shape up the student's career even in this pandemic situation. Through the online teaching and learning, KIET group of Institutions has taken outstanding steps to fill the gap.

In this view, KIET Group of Institutions has initiated an Academic System with a purpose to introduce students with the new guidelines of the KIET Group of Institution's system for Even semester 2020-21. The policy may be revised in future as per updated guidelines of AKTU/State Government.

The main criterions of academic policy 2020-21 @ KIET Group of Institutions for the Even Semester are as follows:

1. Academic Calendar : As per the academic calendar issued by AKTU (AKTU/COE/2021/4425) issued on 28 February 2021 for academic session 2020-21 (Revised), the detailed Academic Calendar for Even Semester 2020-21 was issued on 19th March 2021.

2. Course File / e-content / Lesson Plan :

- All the course files of all subjects of even semester are available on MOODLE as per the format of Lesson Plan and course file provided by the Office of Dean Academics. (Annexure 1- attached separately in e-mail)
- The lesson plan contains the hyperlink of all the e-contents so that the students can read the material thoroughly before or after the lecture.
- Students can access MOODLE server with the help of their login/ password provided by the class coordinators during their registration. (If any students find any difficulty in accessing the content then they may contact to respective subject teacher)
- The books will be issued to the students through book bank & e-book bank facility. A separate notice will be issued by the Prof. In charge /librarian to provide the URL to the students and faculty members.

3. Attendance Modalities :

1. Marking Attendance on KIET portal:
 - On the basis of quiz attended (online) by students, attendance will be marked on KIET portal on the same day by faculty members or Attendance may be marked by downloading from MS Team in case of online classes.
 - The students who will attend classes physically, the faculty will give them attendance on same day.
2. Modality of Organizing Quizzes: In every online class, a quiz will be organized based on ongoing lecture containing 3-5 questions.

4. Time - Table Schedule (Online) With effect from 20 May 2021:

For the students of B.Tech./MBA/MCA/B.Pharma/M.Tech/M.Pharma (All Years)

Day/ Time	9:00- 9:50	9:50- 10:40	10:40- 10:50	10:50- 11:40	11:40- 12:30	12:30- 01:20	01:20- 02:10	02:10- 03:00	03:00- 03:10	3:10- 4:00	4:00- 4:50
Mon	Online Mode	10 Minutes Break		Online Mode	Lunch Break		Online Mode	10 Minutes Break		Online Mode	
Tue	Online Mode		Online Mode	Online Mode							
Wed	Online Mode		Online Mode	Online Mode							
Thur	Online Mode		Online Mode	Online Mode							
Fri	Online Mode		Online Mode	Online Mode							
Sat	Online Mode		Online Mode	Online Mode							

***As per the Orders/notification from Government of U.P. and subsequent email from Dean (A), dated 17 May 2021, All the classes for all the above-mentioned years will be conducted ONLINE till further orders.**



Dr. Anil Ahlawat
Dean Academics

5. Modalities of Assignment / Tutorial :

1. Assignments:

- The faculty members may give 2 to 3 assignments as per the subject gravity but descriptive type questions and just copied from internet / books will not be given.
- Only logical / analytical / mathematical questions based on the application of knowledge would be given in assignments.
- The faculty members may give the case studies / Project in each subject followed by report submission and presentation / some set of questionnaires to the students in such a way that each student will get 1 or 2 question in one assignment individually.

2. Tutorials: (As per department requirement)

- Departments may organize tutorials classes as per AKTU prescribed syllabus / need of subject and all tutorial sheets should be given to the students in advance and will be uploaded on MOODLE.
- The no. of tutorials will be as per the number of tutorials classes to be organized.

6. Attendance Criteria for Internal Examination :

1. The present criteria of attendance for all years and all courses to appear in CT-1 will be 70% and to appear in CT-2 & PUE will be 75% as per AKTU norms.
2. The subject wise criteria will be 60% including soft skill. So, if a student fulfils criteria 1 but having less than 60% attendance in any subject then he/she will be detained from that subject.
3. If any student will not fulfil the given criteria of attendance then they may be detained from internal / University Examination. So, HoDs will present all the policies / guidelines including attendance to the students in orientation program.

7. Internal Examination (CT Examination) :

1. There will be two CTs and one PUE (Pre- University Examination) as per the schedule given in Academic Calendar.
2. CT-1 will be conducted as two subjects/day whereas, CT-2 and PUE will be conducted as one per day (two / day for MBA).
3. The marks & weightage, Syllabus coverage percentage in each CT and PUE is given in the following table:

S.No	Internal Exam	Marks / Weightage		Syllabus Coverage %age
		50 marks subject	30 marks subject	
1.	TA (Assignments)	10 marks	5 marks	Regular
2.	CT-1	9 marks	6 marks	33
3.	CT-2	9 marks	6 marks	33
4.	PUE	12 marks	8 marks	100
5.	Attendance	10 marks	5 marks	
	Total	50	30	

4. **For KSOP:** Question paper pattern for internal examination (Different for University Examining and non-examining Papers), Practical Question paper will be followed as described by PCI.

8(a). LAB :

1. All the LABs will be conducted physically in laboratory as per the LAB lesson plan format provided by Office of Dean Academics and will be included in the time table. The LAB lesson plan will be shared with students in advance.
2. The soft copy of Lab Manuals will be provided to the students by uploading it on MOODLE / Google Drive.
3. In lab, one/two faculty members will be assigned. i.e one faculty member / group. The faculty members will conduct the viva-voce in each lab regularly and marks will be awarded during the evaluation accordingly.
4. Single experiment may be given to the students / group and LAB quiz of 2-3 questions may also be conducted in each lab session and attendance may be given on the basis of that.

8(b). Internal Practical Examination :

1. For labs, Faculty members will conduct internal practical examinations through MOODLE / software/ hardware physically in Institute.
2. An offline quiz exam will be conducted in the alignment of AKTU practical examination.

8(c) Marks Distribution of Internal Practical's :

1. The marks distribution for LABs is given in the following table:

S.No.	Internal Exam	Marks / Weightage	
		50 Marks LAB	25 Marks LAB
1.	Weekly Progress & LAB Quiz	30 marks (3 marks/Experiment)	15 marks (1.5 marks/Experiment)
2.	Internal Exam & Quiz	10 marks	5 marks
3.	LAB Record	5 marks	2 marks
4.	Attendance	5 marks	3 marks
	Total	50	25

9. MOOCs Courses :

1. All 1st, 2nd and 3rd year students will register for MOOCs courses as per the list provided by AKTU to receive the degree with Honours. For details kindly explore AKTU website.
2. For all year students, registration in one MOOCs course is mandatory and the proof will be shown at the time of semester registration. Department will identify the relevant MOOCs courses from NPTEL / Coursera/edx and will provide the options to the students.
3. **For MBA:** Department will identify the relevant MOOCs courses from

NPTEL/Coursera / NSIM / E-Marketing Institute, etc. and will provide the options to the students.

10. Project :

1. **For B.Tech and MCA students:** The allocation / evaluation of projects will be as per the guidelines issued by Dean A office with effect from 2021 pass out batch.
2. **For B.Pharma Projects:** For B.Pharm, as group formation and Project allocation is completed in seventh semester (without assigning in time table) and in eighth semester project is based on elective subjects so students will choose the project wisely.

11. Additional Skill / Industry Readiness Skill / Minor Specialization/Value added courses

1. Two periods/ week will be assigned to Additional Skills/ Remedial Classes.
2. Departments to identify more options for additional skills, so that students can opt any one Additional skill subject as per their interest.
3. Department will identify weak students and organize the remedial classes parallel to the Additional skill classes.
4. There is no CT/PUE for additional skills. However, a certificate will be issued on successful completion at the end of each semester.

12. Nalanda e-consortium :

1. In AKTU Nalanda E- Consortium they have covered almost 30 renowned publishers in the field of reputed Journals and books. So, all the students are advised to download the Research papers and books as per their requirement in B.Tech/ B.Pharma/ MBA/ MCA / M.Tech. / M.Pharma etc from AKTU Nalanda E- Consortium My Loft App from the below mentioned link as follows- <https://app.myloft.xyz/user/login>
2. The students can also download the app named MyLOFT on their mobiles from google play store. To follow the downloading and Utilization of Research Papers from AKTU E- Consortium MyLOFT has been decided for the students for Session 2020-21 (Even Semester).

13. Soft Skill :

1. For B.Tech 2nd sem the AKTU prescribed syllabus and academic format would be followed (KNC-201); for MBA 2nd sem one lecture each of Soft Skills; for MCA 2nd sem one lecture each of Soft Skills & Verbal Ability, and two lectures of Quantitative Aptitude/Logical Reasoning per week.
2. For B.Tech 4th sem - one lecture per week per section would be conducted on Verbal Ability; for MCA 4th sem one lecture each of Soft Skills & Verbal Ability, and two lectures of Quantitative Aptitude/Logical Reasoning would be held per week; for B. Pharma 4th sem two Soft Skills lectures per week would be held.
3. For B.Tech 6th sem one lecture each of Soft Skills & Verbal Ability, and two lectures of Quantitative Aptitude/Logical Reasoning per week; for B.Pharma 6th sem two lectures of Soft Skills would be held per week.

4. For the final year 'unplaced students' of all streams, capsule training would be conducted as per the Department/Industry requirement.
5. The VERSANT identified weak students of B. Tech 6th sem, 2nd sem, MCA 2nd sem would undergo two hours per week of 'Enhancing Communication Skills' training as a mandatory part of their internship and clearing the internal assessment to gain the ASSET Certification under KIET Finishing School is required for campus recruitment.
6. All the students undergoing the training modules as a part of the Institute Academic Policy would be awarded 'Bonus Marks' as per their participation in Pre & Post-Assessment conducted for them - 2 marks per subject if they score more than 75% in the post-assessment, and 1 mark for below 75% scores; a mandatory attendance of 60% is a must in the training sessions similar to the technical/professional subjects.
7. More details will be issued by HoDs (HSS) separately.

14. Skill Development & Finishing School :

1. Two hours contact class (CCIP module) per week in online mode for B.Tech IV and VI semester for core branches only.
2. Attendance will be marked as per student's involvement.
3. There will be a window of 2-5 days for conducting hackathon (KICSS-D HACK 21.1) after PUE.



GUIDELINES FOR LIBRARY

1. KIET Library offers a variety of books including text books, reference books, magazines, journals (hard/soft copy) etc.
2. A maximum of 5 books will be issued to M.Tech., MCA, MBA students, 4 books to B.Tech. students, 6 books to B.Pharma students and 7 books to M.Pharma. students at a time for 15 days.
3. Book-Bank facility is also available for B.Tech., B.Pharma., MBA and MCA students. One book for each subject will be issued to students for entire semester.
4. An overdue charge of Rs. 2/- will be collected for each day for per book when it is kept over-time.
5. Borrowing facility is only for the members of the library against Q R Coded Identity Card cum library card issued to them by library. Books are issued on counter on presenting the Q R Coded identity card. The library cum identity card is Non-Transferable. In case of misuse of Identity card student will be fined Rs. 200/-.
6. If only a single copy of any book is available in the library, then it will not be issued, the same can only be consulted in the library.
7. The defaulters will not be issued books in future.
8. In the case of loss of book the borrower will have to replace the book along with fine as admissible. If he /she does not replace the book then he/she will have to pay current cost of the book.
9. Loss ID card should be reported to the Chief Proctor immediately. Duplicate ID card will be issued on payment of Rs. 200/-.
10. Library remains open from 9.00 AM to 9.00 PM. Self Study hall is also open from 9.00 AM to 10.00 PM.
11. Book Issue/ Return in library& Book-Bank Library will be as follows:

S. No.	Library	Days	Timing
1.	Central Library	Monday-Friday	8.30 AM to 7.30 PM
		Working Saturday, Sunday & all holidays	8.30 AM to 4.00 PM
2.	Pharmacy Library	Monday-Friday & working Saturday	8.30 AM to 4.00 PM
3.	MBA Library	Monday-Friday & working Saturday	8.30 AM to 4.00 PM
4.	Book-Bank Library (One month after commencement of odd and even semester)	Monday-Friday & working Saturday	10.00 AM to 1.30 PM & 2.00 PM to 4.00 PM
5.	During Semester Break (Odd & Even)	Monday-Friday & working Saturday	9.00 AM to 7.00 PM

Note: Above Schedule for ISSUE/ Return of books may be changed as per INSTITUTION'S requirement.

12. If any student found indulging in the process of book hiding, stealing, mutilating, this will be treated as indiscipline act and person will punished accordingly.
13. Misbehaving with library staff will be treated as serious Indiscipline. He/she will be terminated from library membership.
14. E-Resource (E-journals/E-Books) can be accessed though AKTU Nalanda E-Consortium for which separate login and password will be sent by AKTU (My Loft) individually.



STUDENT SUPPORT

Institute is responsible for providing support services to all students throughout their time in KIET. Institute will also support the student in academic, co-curricular and cultural activities. For any services students are advised to follow the given instructions:

1. **Examination & result related:** If students have any query regarding their result/exam/back paper/bonafide certificate/ enrollment/ discrepancy in marks sheet etc he/she may visit to registrar office from 12:30 PM to 4:30 PM (Lunch 1:30 PM to 2:00 PM).
2. **Verification of Document/ attesting any document or a photograph/ application form:** The student can visit P.A. to Dean Academic from 02:00 PM to 04:00 PM on all working day.
3. **Query/permission/approval for Cultural/Sports/Activity outside the campus:** Students are advised to visit Dean (SW) office on all working days.
4. **Discipline related issues:** All students are advised to report immediately to the proctorial Office regarding any indiscipline issue. The office will entertain indiscipline matters 24X7.

5. **Gender based harassment:** If a student feels any harassment regarding abuse/ discrimination can contact any time to members of Internal complaint committee (ICC).
6. **Hostel related matter:** Students residing in the college hostel can raise their problem related to any issue to their respective rectors only with a written application.
7. **Academic holidays:** Students are advised to follow the academic calendar issue by the Institute only. They are also advised to follow the notices regularly issued by Director/Dean (Academic) Office. Students can also consult to the respective HoD regarding any confusion in above respect.
8. Students are advised to visit **Account department/Counter** only for any query related to fee/scholarship/fine/reimbursements.
9. Students are advised to contact the placement faculty coordinator of respective departments for **training letters/placement** related matter.
10. For **scholarship related issues**, students are advised to contact the administrative office/registrar office.
11. Students are advised to report for their **lost & found** to admin office between 9 AM to 5 PM.
12. Students are advised to contacts admin office for their query regarding **transport facility**.
13. For **courier & post service**, student should contact Library.
14. For **Library related matters (like fine, lost of I-card, lost of book... etc)**, student should contact Librarian Dr. Sanjay Sharma.
15. All students can send their grievances regarding any problem related to attendance/marks/ hostel/extra curricular activities etc. through **student ERP portal available on KIET website**.
16. Students can send their grievances to respective Chief-Proctor/Chief rector through ERP portal if having any **Indiscipline/hostel regarding issues**.
17. **Internet Facility** : Students can contact to **Mr. Madhurendra Singh (Mob. 9899941574)** for their Internet related issues.



FUNCTIONAL HEADS

S.N	Name	Designation	Mobile No.
1.	Mr. Arvind K. Sharma	Head-CRPC	9999995765
2.	Mr. Rishi Malhotra	Head-HR	9810567834
3.	Mr. Varun Suryavanshi	Addl Head IIPC	9555426447
4.	Mr. Vinay Ahlawat	Head-IT Operations	9643240079
5.	Dr. Subodh Sharma	Head-IRCDC	9808621738
6.	Dr. Binkey Srivastava	Head-AEC	9999958118
7.	Dr. Ritu Gupta	Chairperson - ICC	9810335686
8.	Dr. Preeti Chitkara	Manager-Institutional Affairs	9837524994
9.	Mr. Abhay Upadhyay	Head- Innovation Centre	9890693766
10.	Prof. Amit Goyal	Chief Rector (Boys)	9899979748
11.	Dr. Pratibha Kumari	Chief Rector (Girls)	9873896841
12.	Prof. Bhoopendra Kumar	Chief Proctor	9582943933
13.	Mr. Anup Srivastava	Registrar	9873816182
14.	Mr. Arun Agarwal	Accounts Officer	9873196050
15.	Dr. Sanjay Sharma	Librarian	9953218447
16.	Hon. Capt. K. P. Singh	Admin Officer	9711598330
17.	Mr. Sunil Vashishta	Purchase Officer	9873816171
18.	Mr. Madhurendra	System Administrator	9899941574

ADDITIONAL HODS

S.N	Name	Designation	Mobile No.
1.	Dr. Atul Kant Piyooosh	CE	9918900101
2.	Dr. Rupesh Chalisgaonkar	ME	9899916452
3.	Dr. Vibhav Sachan	EC	9811539205
4.	Dr. Ajeet Pratap Singh	EI	9711117417
5.	Prof. Rabi N. Panda	MCA	9899545613
6.	Dr. Binkey Srivastava	MBA	9999958118
7.	Dr. Vipin Kumar	AS	9891019236
8.	Prof. Bhoopendra Kumar	CSIT	9582943933
9.	Dr. A.P. Shukla	CS	9412619852
10.	Dr. Arvind Kumar Sharma	EN	9999595770
11.	Dr. Sanjeev Kumar	CSE	9411808080
12.	Prof. Raghvendra Kumar Dwivedi	IT	9711404708
13.	Ms. Puja Rohatgi	HSS	9634575108
14.	Dr. Priyanka Sharma	HSS	9971581144

EXTRA CURRICULAR ACTIVITIES

KIET Group of Institutions strives to make the arrangement of holistic development of the youth and strives to provide a nurturing climate, a trusting environment, and a soil of celebrations. With events, fests, parties, and treks the club aspires to maintain high levels of enthusiasm and team integration. Be it the colors of cultural club, or the parley of the literary club, be it the mechanics of the robotics or expertise of the technical club, KIET offers it all! Apart from serving as a retreat from intense academic loads, these extracurricular activities present an opportunity that builds confidence, encourages teamwork and gives students a strong sense of achievement and belongingness.

Students Driven Clubs of Extra-curricular activities

S.No.	Student Club	Activity Performed by Club
1.	Quizzinga	National and International Quiz
2.	KIET Skit Club	Nukkar Natak/ Skit
3.	Kavyanjali	Kavi Sammelan
4.	Odyssey	Literary events (Essay, debate etc.)
5.	KIET MUN	Public Speaking etc.
6.	KIET Music Club	Music group (singing, instrumentation etc.)
7.	KIET Dance Club	Group Dance and Solo Dance
8.	TEDX	Talk show and Motivational Speaker
9.	Uddeshhya	Social Welfare
10.	TBI Incubation Lab Cum E-Cell	Entrepreneur and Start-up Lab etc
11.	Movie Club	Movie creation
12.	KIET Fashion Club	Fashion
13.	Impeccable	Painting / Drawing
14.	EBSB Club	Ek Bharat Shresth Bharat(Cultural Exchange)
15.	E-Boosters	Mentoring & Training of students in General aptitude, Soft Skills & Coding
16.	KIET Sports Club	To conduct various Sports Activities

In addition to this clubs, around 20⁺ clubs are also running in various departments in KIET group of Institutions.

KIET INNOVATION CENTRE

Experience personalized learning where you will get the opportunity to learn the future technology of “**your choice**”, “**Be a Maker**” yourself and finally to take your innovative product to the market.

This requires you to find a purpose, a subject you are most passionate about. During initial phase you start with learning the basics of your chosen subject; then you start exploring the scope and growth potential in the same subject.

Once you have set your goals as per your aspirations, you think, and chose a product that you want to make. You learn and do everything possible to make your dream product. Once you get it done, you form a habit of making and learning with fun.

INNOVATION CENTRE PERFORMER CLUB

SNo.	IC Club (Performer)	Club Nick Name	Faculty Coordinator
1.	Prototype and Product Maker (KIET Product Innovation Centre)	KPIC	Mr. Himanshu Sharma (ECE) Mr. Salim (EIE) Prof. Swati (EN)
2.	IP, BMI & Process Invention (Theory of Inventing problem solving)	TIPS	Dr. Shivani Aggarwal (MBA)
3.	User interface, user experience and user interaction design	Mosaic	Mr. Ankit Verma (MCA)
4.	IoT (Digital input output system)	DIOS	Prod. Ankur Bhardwaj (CSE) Mr. Sharad Gupta - (EIE) Prof. Shiv Kr. Sikarwar - (EN)
5.	Augmented reality	Sensorama	Prof. Neha Yadav (CSE)
6.	Chip designing (RTL to Netlist and physical design - floor planning)	DEUCE	Dr. Richa Shrivastava (ECE)
7.	Artificial intelligence and machine learning	Mycine	Dr. Sanjeev Kr. Yadav (CSE)
8.	Game Creator	Trans-Reptor	Prof. Ashish Bajpai (CSE)
9.	Flying objects drone creators	iNav	Prof. Alok Kumar (CSE) Mr. Amit Kumar (ECE)
10.	Server architecture, Network security & ethical hacking	SAGE	Prof. Nitin Kumar (IT) Prof. Seema Maitrey (CSE)
11.	3D Designing, CAD Modeling	Pronto	Mr. Shubham Kumar (CE)

SOME HIGHLIGHTS:

- You will be working with experts in their respective technology areas like Rapid Prototyping, Drone/UAV making and piloting, Inventive Problem Solving, Interaction designing, Design thinking, IOT, Robotics, Embedded system, Artificial Intelligence & Machine Learning, Augmented Reality, Game Development, CAD Modelling, web development, digital content creation, videography, cinematography, Cyber Security and ethical hacking.
- You will get the opportunity to work on state-of-the-art equipment's (like 3D Printers, CNC milling machine) and tools like Drill, different types of power saw, grinders, etc.
- You will be supported in teams having mix of students from different branches, different seniority and skills simulating an industrial environment eventually helping you to understand the life-cycle of any product development process. This enriches your overall personality by reducing hesitation in speech, developing team and working with a collaborative approach.
- We aim to promote hands-on learning for all enrolled engineering students and also to support theoretical course work with a practical approach.
- Additionally, the facilities build will serve as places of outreach and engagement with the non-engineering community. Other stated goals included enhancing creativity, team-oriented problem solving, and multidisciplinary collaboration skills, goals which address industry needs for graduating engineers to have such skills.
- For any support and suggestions, Visit Innovation centre, A Block. Room No 17, or reach out to Abhay Upadhyay, Head-Innovation Cell @ abhay.upadhyay@kiet.edu

CAFETERIA RULES

1. No student is allowed in the cafeteria during academic hours. They can avail the facility only during tea break/lunch hours.
2. Students should enter the cafeteria quietly, orderly and be seated. Loud talking, yelling, screaming, and other disruptions are strictly prohibited.
3. Respect and politeness must be shown to all, including the cafeteria staff.
4. Throwing cake and other food item or any other object is not allowed. Running, excessive noise or other disruptive behavior is not allowed in the Cafeteria.
5. Each student is responsible for the disposal of his/her trash in an appropriate receptacle kept in the dining hall.



ONLINE COUNSELING PARTNER: YOUR DOST

Online Counseling Partner (24 Hrs)

Your journey through college is riddled with so many questions, right? Questions about academics, career, relationships and even yourself. If only it were possible to get a friend who could give you anonymous, unbiased, round the clock help. Well, look no further, because we've got just the thing for you. KIET is pleased to join hands with YourDOST, one of India's leading online and emotional wellness platforms, to ensure that your emotional well-being is always looked after. So how can you go about utilizing YourDOST's services for free as a student of KIET?

- **Here's how**
- Visit www.yourdost.com
- Sign up in a jiffy and be on your way to seeking professional guidance in no time. Important! - You must sign-up using your official KIET email id (*@kiet.edu). This will whitelist your account and make sure that you receive our services for free.
- Alternatively, you can sign up with your personal email id Important! - In this case, you must sign up using your college's/hostel's network. Once that's done, you can use YourDOST from any network.
- After verifying your email address, click "Chat Now" to start chatting with a YourDOST Expert.
- That's all! You can now start chatting with a YourDOST Expert anytime you want.
- Alternatively, click "Book An Appointment" to book an audio/video appointment with a YourDOST Expert. Should you ever feel the need to open up to someone about your concerns, remember help is always just a click away. Here's wishing a happier and healthier future for you.



Exploring and understanding emotions.

Helping you find your own solutions.





A dedicated and State of the art Centre to promote Startup & entrepreneurship culture in the institute and also across the country. Technology Business Incubator is promoted jointly by NSTEDB, DST, Govt. of India, New Delhi & KIET Group of Institutions Ghaziabad. Since inception TBI is actively engaged in promoting startup, self-employment & Entrepreneurship.

With its planned & strategic approach, TBI motivate students & passionate aspirants to become their own boss & be a CEO of their company. Till date in house 102 companies has been supported through grant of Rs. 6.25 lacs under Support for Entrepreneurial and Managerial Development of MSMEs through Incubators, Ministry of Micro, Small & Medium Enterprises, Government of India, Fellowship of Rs. 30,000/- per month for one year under National Initiative for Developing and Harnessing Innovations- Entrepreneur in Residence (NIDHI-EIR), NSTEDB, DST, Govt. of India, Grant of

Rs.10 lacs under National Initiative for Developing and Harnessing Innovations- Promoting and Accelerating Young and ASpiring innovators & startups (NIDHIPRAYAS), NSTEDB, DST, Govt. of India, Seed support upto Rs. 20 lacs without collateral as soft loan With 6% interest rate for next five years given to Incubatees, supported by NSTEDB, DST, Govt. of India.

Besides this also Fellowship max of Rs. 4,00,000/- for Idea to POC under Entrepreneur in Residence and Grant for Prototype Development Rs. 7, 00,000/- under Technology Incubation and Development of Entrepreneurs (TIDE) 2.0 MeitY, Govt. of India.

Substance allowance of Rs. 15,000/- per month Under Startup in UP a flagship scheme of Govt. of UP, Startup as well as Availing Incentives and Application to receive patent filing fees incentives, marketing grant of Rs. 10, 00,000/- .

The companies are owned by college pass out students & have turnover ranging between Rs. 10 lac (p.a) to Rs. 40 cr (p.a) and employed more than 500 personal.

One company's CEO is running retail food chain in the name of Mougli Express & also Master franchisee of Kaizo, Van Huesen & Madame. He is investing Rs. 1200 crore in next three years to expand his business. He has opened many outlets across the country & one at UAE (Sharjah) too.

More than 10 patents have been filed. TBI helps all young youths who want to

start their start up, to develop prototype, product and service, willing to file patent, commercialization of technology, want national & international exposure. These are available under one roof. This is the golden time for students, when at government level and on Prime Minister level also, entrepreneurship and start-up is being actively promoted in the country.

TBI invites all of the students to utilise the facilities of TBI & to be your own boss thereby strengthening the economy of country.

Prof. Ashish D Thombre (ashish.thombre@kiet.edu)

Mr. Amit Sharma (amit.sharma.tbi@kiet.edu)

IN CAMPUS MEDICAL FACILITY

Healthy students can build a strong Nation. The institute provides Health Care Facility to all the students by providing First-Aid and other basic Medical facilities. The campus has fully equipped dispensary with full time medical staff. All the students are given free treatment for their day to day medical problem. Ambulance facility is also available 24*7 in the campus and a senior MBBS doctor is available in the KIET medical OPD situated at the MPC block ground floor, from 1500 hrs 1700 hrs daily except on Sunday and holidays". Also, KIET has tie-up with Columbia Asia hospital and Naveen Hospital, Ghaziabad. First Aid Facility is available on campus provided by,

Mr. Naveen (Mob. 09654621173, 07906596613)

ALUMNI ENGAGEMENT CELL (AEC)

Institute's Alumni Engagement Cell (AEC) is setup with an objective to engage alumni, develop strong alumni relations, get senior alumni involved in the professional integration of students, implementing mentor/mentee relationship between senior/junior alumni or students to share expertise and best practices in their respective fields and empower the alumni network of students, recruiters, teachers and alumni.

The cell is constituted with team of Associate Head, AEC-Executive, faculty and student representation from all departments and headed by a Professor.

The institute also has KIET Alumni Association (KAA) governed by its Alumni settled across the globe.

Institute organizes various events for its Alumni round the year. Few earmarked events are **Reminiscence** – An Annual Alumni Meet, Outstation Chapter meets, Alumni Sports, Alumni Talks, etc

The institute has its alumni portal www.kietalmaconnect.com which has a strong database of more than 13,000 alumni.

To reach AEC you can call at **09355132277** or email at kietalumni@kiet.edu.

Best Wishes!!

Dr. Binkey Srivastava

Professor & Head - AEC

DEPARTMENT OF HUMANITIES & SOCIAL SCIENCES

KIET Group of Institutions has always been known for its visionary approach and the institute has always been a trail blazer in terms of starting many innovative practices.

Following the same pattern the institute felt a need of Training of the students in order to provide them the employability (as per the latest industry needs) and Life Skills the institute set up the department of Soft Skills in October 2012 with the same objective.

Within a short span of time the department produced effective results and thus, it was decided in the year 2018 to provide it with a well planned structure wherein the experts from the domains of Soft Skills and English came together to form the Department of Humanities & Social Sciences with a common objective of making students placement ready.

The Training wing of the department shoulders its responsibilities in terms of providing trainings to students in three dimensions viz., Soft Skills , Verbal Ability and Quantitative Aptitude. Other than regular training sessions the department also organizes various capsule trainings, Faculty Development Programs, Staff Development Programs, Management Development Programs.

The department uses a well structured module for all kinds of trainings wherein Pre- Assessment, Mid - Assessment and Post- Assessment of the students are done in order to track their progress.

The department also coordinates with various agencies of repute to provide students with International exposure; some of them include- BEC, Talentsprint, *Versant and *Pearson (*under process).

The department has been catering to all the training needs wherein it always strives to provide the best of resources and exposure to the students.

It is only because of the continuous endeavors of the department that Soft Skills course has been recognized by the university and thus, Soft Skills has been made an audit course with effect from the session 2020-21.

The department always believes that whatever it does is a drop in the ocean and the best is yet to come.



CORPORATE RELATIONS & PLACEMENT CENTRE (CRPC)

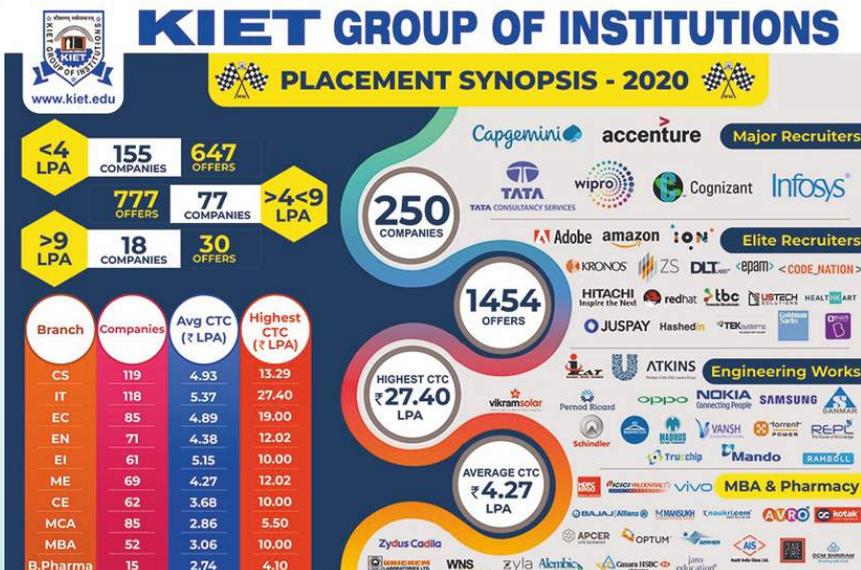
OVERVIEW:

Industry Connect is one of the three core principles of KIET Group of Institutions. The other two being Value Driven and Skill Oriented. KIET has developed a distinctive multi-level mechanism of its own to promote a unifying interface with industry. The Corporate Relations and Placement Centre is equipped to create a pool of skilled human resource by guiding the students to reach their goals with perfection; towards this CRPC has also initiated the Internship & Industry Partnership Cell which follows the guidelines laid down under the Internship Policy of AICTE. The objective of IIPC is to structure and institutionalize Internship which is the most important aspect of Engineering Education in the country as it provides the pre-requisite hands-on practical experience of the workplace to the students. CRPC is piloted by a dedicated team. The department has successfully placed the students in reputed National & Multi-National Companies like TCS, Capgemini, Wipro, NTT Data, IBM, Samsung India Electronics, HUL, ION Trading, HSBC, ZS Associates, Kronos, Pernod Ricard, Sanmar, Atkins, Torrent Power and many more. The zeal and enthusiasm exhibited by premier companies for getting zero day slot, speaks for itself regarding the excellent quality of professionals churned out by the institute.

Team CRPC:

- Mr. Arvind Kumar Sharma - Head CRPC
- Ms. Pankaj Dhupar - Addl. Head CRPC
- Mr. Vishal Sharma - Sr. Manager CRPC
- Ms. Vidhu Saxena - Placement Incharge - KSOP
- Ms. Kratika Saraswat - Executive CRPC

Kavita Verma
from CSE 3rd Year student
got selected as Product
intern in Adobe with
ever highest stipend of
Rs. 1 Lakh per month



INTERNSHIP & INDUSTRY PARTNERSHIP CELL (IIPC)

OVERVIEW:

The Internship & Industry Partnership Cell (IIPC) at KIET Group of Institutions stands on a noble thought of developing and igniting innovative minds and to equip them with contemporary skills to meet the challenges ahead. The department follows the guidelines laid down under the Internship Policy of AICTE and AKTU.

The objective of IIPC is to structure and institutionalize Internship culture at all levels of the professional program. The students are sensitized and efforts are made to make them aware about the importance of internship/ mini projects/ live projects from exploring, analyzing and innovative implementation of their acquired knowledge nudging them to feel and understand a corporate environment.

IIPC comes under the umbrella of Corporate Relation and Placement Centre (CRPC) in KIET. We work cohesively with various professional departments exploring meaningful projects/ internships. We are well connected to the corporate and institutions providing such programs, also KIET has a culture among students where they participate in various inter and intra disciplinary technical clubs and skill enhancement programs.

Team IIPC:

Mr. Varun Suryanshi - Add. Head IIPC

Dr. Ajay Singh Verma - Assoc. Head IIPC

Mr. Rahul Tyagi - Executive IIPC



CAREER GUIDANCE CENTRE (CGC)

The Career Guidance Center intends to benefit students at our campus by enriching them with career education, which may handle issues such as self-awareness in relation to society and industries, exploration of job opportunities, development of skills required for decision making related to their career. It also aims to empower students and individuals to use the setting / program to make the best possible decisions about further learning and placements. The Centre organizes Career Guidance/ Career Connect Programs, coordinates on-campus & online Career Counseling for the students with the aim of keeping them updated on the higher education and career opportunities after B.Tech / B. Pharma/ MBA & MCA.

CGC also caters to the International Relations of the institute and harbors the Intercontinental relations, collaborations, activities, and internships. KIET has aligned with various Universities and organizations for research, publication, conferences & others. There are multiple opportunities that the department provides through life experiences and personal connections, complementing and accelerating fluency in speaking, reading, and writing foreign languages. The institute regularly organizes the activities which aim at widening the horizons for students, looking for opportunities of pursuing higher education and careers abroad. Moreover, the students at KIET, who opt for international internships, can claim scholarships for the internship that they get selected for. This is to ensure equal opportunity to every student regardless of his/her economic condition. More than 12 students have had the experience of international internships to countries like Egypt, Malaysia, Germany, Indonesia, and Kenya in the last two years.

Dr. Preeti Chitkara

(Manager-Institutional Affairs, Coordinator-CGC)



COVID GUIDELINES & PREVENTION



KIET
GROUP OF INSTITUTIONS
Affiliated to Dr. A.P.J. Abdul Kalam Technical Univ., Lucknow
Accredited by AICTE with Grade 'A' (2015) | MBA-accredited courses
DISE: AICTE, Bharat Rosh (M-01), ChhatraShiksha - 201308



nirf NATIONAL
EDUCATION
RANKING
FRAMEWORK
NIRF 2020, 201-250 Band



ARIIA
AT A RANKING OF SUPERIORITY
IN PRIVATE COLLEGE INSTITUTIONS
Ranked in Band 'A'
Among Top 25 Private Colleges
in India by ARIIA 2020 Ranking



QS I-GAUGE
INTERNATIONAL & UNIVERSITY
RANKING
Gold Rating with QS I-Gauge
An award made by quality
education

24x7 Helpline : 011-23978046
<https://www.icmr.nic.in>

COVID-19 (Coronavirus)

People may experience



Runny Nose



Sore Throat



Cough



Headache



Fever

Prevention



Maintain Hand Hygiene



Stay at Home



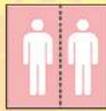
Avoid Touching Your Face Frequently



Cover Nose & Mouth



Maintain Sanitation Around Yourself



Avoid Close Contact



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स्वास्थ्य एवं परिवार कल्याण विभाग
MINISTRY OF HEALTH & FAMILY WELFARE
स्वास्थ्य एवं परिवार कल्याण विभाग
DEPARTMENT OF HEALTH & FAMILY WELFARE



Dr. A.P.J. Abdul Kalam Technical University
Lucknow, Uttar Pradesh

कोरोना से बचने के उपाय

COVID-19

- ✓ लोगों के संपर्क में आने से बचें। अभिवादन के लिए "नमस्कार" का प्रयोग करें। हाथ मिलाने या गले मिलाने से बचें।
- ✓ किसी से मिलते समय या बात करते समय कम से कम २ मज की दूरी बनाये रखें।
- ✓ अनावश्यक यात्रा या शीट - भाड वाली जगहों पर जाने से बचें।
- ✓ बाहर निकलते समय अपने स्वास्थ्य का उचित ध्यान रखें। मास्क और हैंड सैनिटाइजर का उपयोग करें।
- ✓ व्यक्तिगत स्वास्थ्य एवं घर को साफ सुथरा रखने पर ध्यान दें और समय-समय पर साबुन या हैंड सैनिटाइजर से हाथ साफ करें।
- ✓ खांसते या छींकते समय रुमाल या टिशु पेपर का उपयोग करें।
- ✓ जहाँ तक संभव हो प्रतिरोधक क्षमता बढ़ाने वाले पोस्टिक आहारों का सेवन करें।
- ✓ जीवित पशुओं के संपर्क या कच्चे अथवा अर्ध-अर्धों के सेवन से बचें।
- ✓ पालू जैसे लक्षण होने पर अपने चिकित्सक के साथ-साथ संस्थान के चिकित्सक से भी परामर्श करें, मास्क लगाएं और बिना चिकित्सक की परामर्श के दवा का सेवन न करें।
- ✓ कोरोना बीमारी के लक्षण (तेज बुखार, जुआम, खांसी, सांस लेने में तकलीफ इत्यादि) होने पर संस्थान के चिकित्सक, प्रशासनिक अधिकारी अथवा स्वास्थ्य विभाग के COVID-19 से संबंधित उपलब्ध फोन नं० पर संपर्क करें।
- ✓ इस बीमारी का दुलाज संभव है अतः इस बीमारी को छुपाये नहीं। समाज में भ्रम या डर न फैलाए, सतर्क रहें।



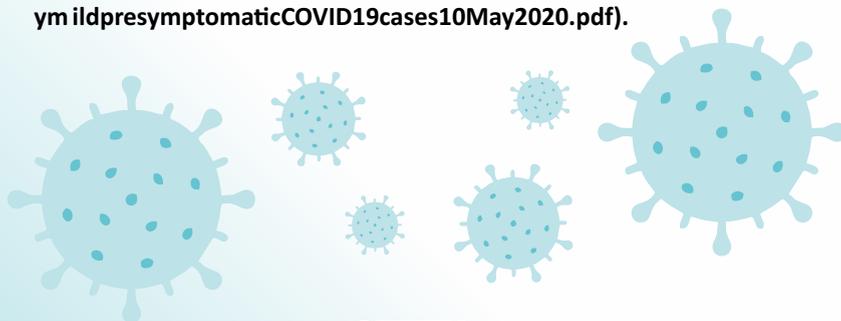
24x7 Helpline : 011-23978046 | <https://www.icmr.nic.in>

COVID-19 SOP FOR KIET HOSTEL RESIDENTS

The document provides guidance and standard operating procedure to prevent the hostellers of KIET Group of Institutions from getting infected by COVID-19 in the Hostels as well.

- Every resident shall wear face masks in the hostel premises preferably recyclable cloth masks. Strict disciplinary action would be taken if anyone found roaming without mask.
- All residents have to follow Social Distancing (i.e. 6 feet distance) in the campus. Gathering in other/ friend's room is not allowed.
- Residents shall not share the food and water among themselves.
- Social gathering like birthday or any other celebration must be forbidden in the campus till the time CORONA virus (COVID-19) is eliminated.
- Residents are instructed to avoid wasting and throwing food in the waste bin to avoid transmission of virus.
- Outdoor activities/common room/study room/indoor courts/ gymnasium will be kept closed till further notice and night out pass (1 Hr.) is banned till further order.
- Residents must follow the procedure for daily temperature scans by thermal scanners while entering and exit from the Hostel. Guard/Warden must report to the admin office and Rector, in case of any abnormality found or anyone is found with body temperature equal or more than 99-degree F.
- Use of Lifts is to be restricted and it will be available only for top floor of the hostels.
- Hostel Residents shall not be allowed to go to outside using Public Transport. Only special cases with special permissions from Rector shall be allowed.
- While using washroom in the hostels, use of personal Disinfectant/ soap is mandatory.
- Bringing/ordering food from outside campus is prohibited till further notice.
- Residents are bound to follow all the safety precautions/Instructions issued by competent authorities/Institute/Local administration/Gol for prevention of Novel COVID-19 virus:

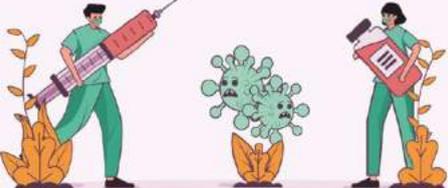
(<https://www.mohfw.gov.in/pdf/RevisedguidelinesforHomelIsolationofverymildpresymptomaticCOVID19cases10May2020.pdf>).



KIET VACCINATION DRIVE



#LargestVaccineDrive



दशमर में कोरुना टीकाकरण की शुरुआत ।
पर याद रखें-दवाई भी, कड़ाई भी ।
कोविड अनुरुप व्यवहारों का पालन करना न भूलें ।

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[@mohvidya](#)
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#LargestVaccineDrive

Time to take COVID-19 vaccine
is now



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#LargestVaccineDrive

बीमारी से डरें, टीके से नहीं



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 स्वास्थ्य एवं परिवार कल्याण विभाग
 भारत सरकार


 Help us to help you

#LargestVaccineDrive

कुछ तो लोग कहेंगे,
 लोगों का काम है कहना...
 छोड़ो बेकार की बातों में कहीं,
 छूट न जाए टीका!







Dr. (Col) A Garg (Director KIET)



Dr. Manoj Goel (Joint Director KIET)



Dr. Satish Kumar (Dean SW, KIET)



Dr. K.L.A. Khan (Professor ME, KIET)



Dr. Sumita Ray Chaudhuri (HoD EI, KIET)



Dr. A.K. Piyush (Professor CE, KIET)



Dr. Sanjeev Kumar (Professor CS, KIET)



Ms. Rita Singhal (Dy. Librarian, KIET)

ASSOCHAM

KIET Group of Institutions got award through **ASSOCHAM**

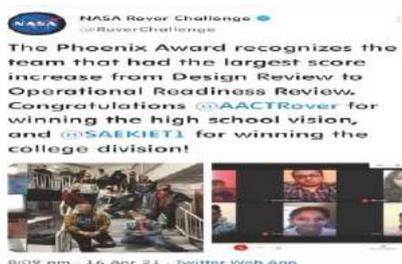
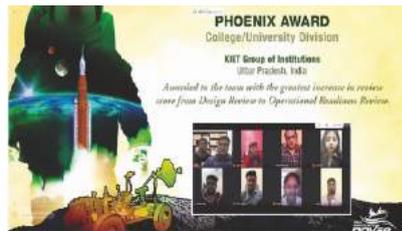
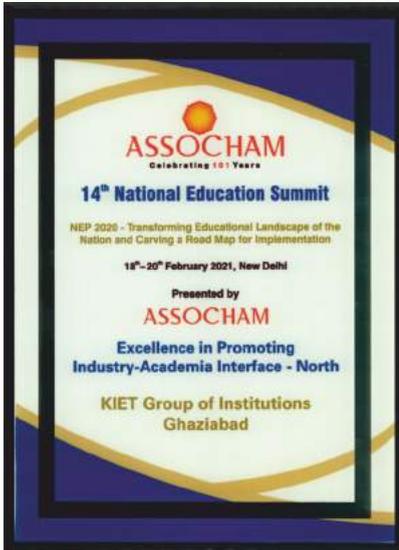
- Excellence in promoting Industry-Academic Interface - North



ISAFE UP- ROAD SAFETY CLUBS

It is worth mentioning that the student's team of Civil Department has got the certificate, Memento & reward of INR 5,000 by Hon'ble Transport Minister of Uttar Pradesh in the presence of Principal Secretary, Transport Department, Transport Commissioner of UP and other key dignitaries during the felicitation function held @ Lucknow on 20th Feb'21.





GLIMPSE: KIET CELEBRATION & ACHIEVEMENTS







KIET GROUP OF INSTITUTIONS

ACADEMIC CALENDAR - EVEN SEMESTER (2020-21)

Academic Days	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday		
March 2021	24						7	<ol style="list-style-type: none"> 1. Registration & Commencement of Classes of 3rd yr. & 4th yr. (B.Tech/B.Pharm) → 08 March'21 2. Mahashivratri (Holiday) → 11 March'21 3. End Semester University Examination (Practical) for all → 20 March'21 to 27 March'21 4. Holi Break (for Students only) → 27 March'21 to 30 March'21 5. Holika Dahan (Holiday) → 28 March'21 6. Holi (Holiday) → 29 March'21 7. Holi Break (in lieu of 13 March'21) → 30 March'21 	
	1	2	3	4	5	6	14		
	8	9	10	11	12	13	21		
	15	16	17	18	19	20	28		
	22	23	24	25	26	27	31		
	29	30	31						
April 2021	23						4	<ol style="list-style-type: none"> 1. Registration & Commencement of Classes of 1st yr. & 2nd yr. (B.Tech/B.Pharm/MBA/MCA) → 01 April'21 2. Good Friday (Holiday) → 02 April'21 3. Address Session By Director → 05 April'21 4. Student Feedback Survey- 1 Week (for 3rd yr./ final year) → 12 April'21 to 16 April'21 5. Dr. Ambedkar Jayanti (Holiday) → 14 April'21 6. Ram Navmi (Holiday) → 21 April'21 7. CT - 1 Examination → 22 April'21 to 27 April'21 8. IQAC Visit During CT - 1 → 27 April'21 	
					1	2	3		11
	5	6	7	8	9	10	18		
	12	13	14	15	16	17	25		
	19	20	21	22	23	24	31		
	26	27	28	29	30				
May 2021	25					1	2	<ol style="list-style-type: none"> 1. Student Feedback Survey- 1 Week (for 1st yr./2nd yr.) → 03 May'21 to 07 May'21 2. Id-Ul-Fitr* (Holiday) → 14 May'21 3. CR Meeting (B.Tech 1st yr.) → 10 May'21 4. CR Meeting (B.Tech 2nd yr.) → 11 May'21 5. CR Meeting (B.Tech 3rd yr.) → 12 May'21 6. CR Meeting (B.Tech 4th yr.) → 13 May'21 7. CR Meeting (B.Pharm/MCA/MBA) → 15 May'21 8. CT-2 Examination → 24 May'21 to 29 May'21 	
						7	8		16
	3	4	5	6	7	8	15		
	10	11	12	13	14	15	23		
	17	18	19	20	21	22	30		
	24	25	26	27	28	29	31		
June 2021	26						6	<ol style="list-style-type: none"> 1. Student Feedback Survey- 2 Week (for all) → 01 June'21 to 05 June'21 2. Project Exhibition (Department wise) → 07 June'21 to 12 June'21 3. PUE Examination → 21 June'21 to 26 June'21 4. IQAC Visit During PUE → 26 June'21 5. Curricular Feedback Survey by all Stakeholders → 28 June'21 to 30 June'21 6. Make-up Examination → 28 June'21 to 30 June'21 	
							13		
	1	2	3	4	5	6	20		
	7	8	9	10	11	12	27		
	14	15	16	17	18	19	31		
	21	22	23	24	25	26	31		
July 2021	13						4	<ol style="list-style-type: none"> 1. End Semester University Examination (Theory) for 3rd yr. & 4th yr. → From 01 July'21 2. End Semester University Examination (Practical) for 3rd yr. & 4th yr. → From 10 July'21 3. Farewell Week → 12 July'21 to 17 July'21 4. End Semester University Examination (Theory) for 1st yr. & 2nd yr. → From 16 July'21 5. Id-Ul-Zuha* (Holiday) → 21 July'21 6. End Semester University Examination (Practical) for 1st yr. & 2nd yr. → From 26 July'21 	
				1	2	3	11		
	5	6	7	8	9	10	18		
	12	13	14	15	16	17	25		
	19	20	21	22	23	24	31		
	26	27	28	29	30	31	31		

NOTE:
Total Academic Days - 111
*The date may change as per the visibility of Moon.

Director

Dean(Academics)

KIET GROUP OF INSTITUTIONS
Office of Dean Student Welfare
Activity Calender Even Semester (2020-2021)

MONTH/WEEK	MON	TUE	WED	THU	FRI	SAT	SUN	No. of Activity Days	
May '21	18					1 (International Labour Day)	2	12	
	19	3 (International Firefighters Day)	5	6	7 (World Athletics Day)	8	9 (Labour's Day)		
	20	10	11 (International Nurses Day)	12	13 (Bill of Rights - Holiday)	14	15		
	21	16	17	18	19	20 (MLA and EDSA & National Anti-Terrorism Day)	21 (International Day for Biological Diversity)		22 (EIDA Global)
	22	23 (Commonwealth Day)	24	25	26	27	28		29 (Gandhi Jayanti)
	23	30 (Anti-tobacco Day)							
MONTH/WEEK	MON	TUE	WED	THU	FRI	SAT	SUN	No. of Activity Days	
June '21	24		1 Field/Exposure Visit to Incubation Unit- IIC Activity	2	3	4 5 (World Environment Day)/Workshop on Prototype/Process Design and Development- IIC Activity	6	20	
	25	7 (World Food Safety Day)	8 (World Ocean Day)	9 Sessions/ Workshop on Business Model Canvas (BMC)- IIC Activities	10	11 Introduction Session/Mentoring Session with "Successful Start-up founders"- IIC activities	12		13
	26	14 (World Blood Donor Day)	15 Workshop on Intellectual Property Rights (IPRs) and IP management for start-up- IIC Activities	16 (Spark Creations)	17 (Spark Creations)	18 (OOFSSEY/Spark Creations)	19 (Spark Creations)		20 (Father's Day/Spark Creations)
	27	21 (International yoga day)	22	23 (International Olympic Day)	24 How to plan for Start-up and legal & Ethical Steps- IIC Activities	25	26 Session on Prototype Validation: Converting Prototypes into a Start-up- IIC Activities		27
	28	28 Sessions on Accelerators/Incubation Opportunities for Students & Faculties - Early Stage Entrepreneurs- IIC Activities	29 Sports Club	30 Sports Club					
MONTH/WEEK	MON	TUE	WED	THU	FRI	SAT	SUN	No. of Activity Days	
July '21	29			1 (Doctor's Day)	2 Session on "Lean Start-up & Minimum Viable Product/Business"- Boot Camp (Mentoring Session- IIC Session)	3	4	12	
	30	5	6 (World Zoroaster Day)	7	8 Angel Investment/Venture Opportunities for Early Stage Entrepreneurs- IIC Activities	9	10 (World Entrepreneur Day)		
	31	11	12	13	14	15 Session on Building an Innovative product fit for market- IIC Activities	16 (International Justice day)		17 (International Parents' Meeting Day)
	32	18 Sports Club	19 Sports Club	20 (Bill of Rights - Holiday)	21	22 Panel discussion with Innovation and Startup Competition Enablers- IIC Activities	23		24
	33	25	26	27 (World Hepatitis Day)	28	29	30		31
	34	28	29	30	31				

1. All the activities will be planned in an online mode
2. It is mandatory to follow all the COVID-19 guidelines issued by the state and Central govt.
3. Faculty coordinators of the club will manage the entire event and will submit the report to the Office of Dean SW.
4. **Activities Planned by KIET Institutional Clubs**
5. **Activities Planned by IIC (TBI)**
6. **Important Dates**
7. **Activities Planned on Sunday/Holidays**


Dean SW


Director