



IILM ACADEMY *of* HIGHER LEARNING

College of Engineering & Technology, Greater Noida

Student Handbook



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IILM ACADEMY of HIGHER LEARNING

College of Engineering & Technology, Greater Noida

ACADEMIC CALENDAR **(For Session 2018-19 ODD SEMESTER)**

S.No	Activity	Dates
1.	Registration of the Students (II nd & III rd year) Registration of the Students (IV th year)	July 15-16 th , 2018 Aug 1 st , 2018
2.	Commencement of the classes (II nd & III rd year) Commencement of the classes (IV th year)	July 17 th , 2018 Aug 2 nd , 2018
3.	Induction Program of the 1 st year students Commencement of the classes (1 st year)	July 23 rd -31 st , 2018 Aug 1 st , 2018
4.	First Sessional Test	September 17 th -19 th , 2018
5.	National conference "Biogenesis VI, organized by BioTech. deptt.	September 28-29 th , 2018
6.	National Seminar "ADMECA" organized by ME/CE/AU Deptt.	Oct 5 th , 2018
7.	Parents –Teachers Meet	Oct 6 th , 2018
8.	One day Corporate Talk/ Seminar organized by CS/ EC deptt.	Oct 12 nd , 2018
9.	Second Sessional Test	Oct 22 nd -24 th , 2018
10.	Alumni Meet	Nov 10 th , 2018
11.	Last Teaching Day	Nov 23 rd , 2018
12.	Pre University Test	Nov 26 th to Dec 1 st , 2018



IILM ACADEMY of HIGHER LEARNING

College of Engineering & Technology, Greater Noida

HOLIDAY LIST

August – December 2018

Festival	Date	Day
Independence Day	August 15 th	Wednesday
Gandhi Jayanti	October 2 nd	Tuesday
Dussehra	October 19 th	Friday
Diwali	November 06 th – 11 th	Tuesday - Sunday
Christmas	December 25 th	Tuesday

Note:

1. Classes will be held on all other days according to the Time – Table.
2. Students are advised to regularly check college notice board / AKTU website for any changes.

ACADEMIC SCHOLARSHIP:

Academic Result (A.Y. 2017-18)	2 Year student	3 & 4 Year Student
>75%	10%	15%
>85%	20%	30%
>90%	40%	60%

Note:

- . Continuing academic scholarships are determined by class results, cutoffs vary from year to year.
- . Not availing benefit of any other scholarships, would be eligible for above scholarship.

2. Sports Scholarship:

10% scholarship is offered to students who have represented in sports at state/national level.

3. Special Scholarship:

10% scholarship is offered to J&K and NE.

ACADEMIC POLICIES AND PROCEDURES

Registration

Classes will commence from 2nd & 3rd year 17th Jul 2018 and Final year 2nd August 2018. Students should register themselves on or before 16th July and 2nd August 2018. The College will impose the following fines and punishment for the students not getting registered on or before the due date, which will be informed through our web mail/AKTU website/College notice board.

- Students not getting registered will be liable to pay a fine of Rs. 100/- per day till the day of their registration, and will be allowed to attend the classes only after registration.
- However, their attendance will be counted from the date of commencement of classes.

Attendance

The students are expected to attend 100 % of Theory, Tutorials, Laboratory classes and other Co-curricular Activities, Special Projects and Assignments. Attendance can be condoned up to 25% on medical grounds or for other genuine reasons beyond the control of students.

- **Those who fail to satisfy, the overall average attendance requirement as above are not allowed to appear for the end semester examination. To ensure regularity in attendance, students whose attendance is below the norms prescribed by the College would not be eligible to appear in the sessional tests, which in turn would affect their overall marks.**
- Students whose attendance is less than the prescribed norms would be offered an opportunity for placements only after all those with good attendance have been given an opportunity.
- Daily Attendance of students will be uploaded on AKTU Website.

Identity Card

All students will be issued Identity Cards on joining the programme. All students must carry and display Identity cards in the College premises. No student will be allowed to enter the College without I-cards. Students would have to submit a PP size color photograph and a cash amount of Rs. 250/- in case they wish to get a duplicate I-Card issued.

Personal e-mail Id

Each student is provided with his or her personal email account at IILM. The general format of the email is `firstname.lastname.deptyear@iilmcet.ac.in` and the temporary password is `iilm123`. **All students are required to check their emails regularly as notifications, exam result, important documents from faculty, and also group messages for each batch are sent on a regular basis.** Also it is an important means of communicating with the faculty members. Misuse of these emails or sending unsolicited mails or subscribing to junk mail will be monitored and dealt with strictly. Emails can be accessed over the web using the following:

Student Activities

- The College provides ample opportunity for students to participate in a variety of extra-curricular activities. It is expected that each student should participate in at least one activity like sports, literary, technical or cultural, and develop his personality.
- The College arranges Special Projects & Assignments to develop the Technical & Communication Skills of the students. Students are expected to attend to these
- Special Projects & Assignments seriously & perform well in them.

Examination System

The performance of a student in a semester is evaluated through continuous class assessment and End Semester examination. The marks for continuous assessment (Sessional marks) shall be awarded at the end of the semester.

End Semester Exam

The End Semester examination will comprise of written papers, practical and viva-voce, inspection of certified course work in classes and laboratories, project work, design reports or by means of any combination of these methods.

Internal assessment marks

About 40% of the total percentage of marks is given on the basis of continuous internal assessment.

Internal assessment marks are based on class tests, as well as on attendance & performance in classes, tutorials, special projects & assignments, extra-curricular activities and discipline. **Substantial weightage is given to each element. Students are therefore advised to attend to all the activities seriously so that they are able to score high percentage of marks in internal assessment & improve their results.**

Minimum Pass Marks

The minimum pass marks in each theory subject (including sessional marks) shall be 40% with a minimum of 30% marks in each theory paper in the end semester examination.

If there is no provision of sessional marks in any subject, the minimum pass marks in that subject shall be 30% in the end semester examination.

The minimum pass marks in a project/practical subject (including sessional marks if any) shall be 50%. The minimum pass marks in Seminar, Industrial Training and Educational Tour, Viva-Voce etc shall be 50%.

Award of Division

Division shall be awarded only after the eighth and final semester examination based on integrated performance of the candidate for all the eight semesters (six semester for lateral entry) as per following details.

(a) A candidate who qualifies for the award of the degree securing E or above grades in all subjects pertaining to all semesters in his/her first attempt within eight consecutive semesters (four academic years)/ six consecutive semesters (three academic years) as applicable, and in addition secures a CGPA of 7.5 and above for the semesters I to VIII (III to VIII) shall be declared to have passed the examination in FIRST DIVISION WITH HONOURS.

(b) A candidate who qualifies for the award of the degree by securing E or above grades in all subjects of all the semesters within a maximum period of eight semesters/six semesters as applicable, after his/her commencement of study in the 1st/3rd semester an addition secures CGPA not less than 6.5 shall be declared to have passed the examination in FIRST DIVISION.

(c) All other candidates who qualify for the award of degree by securing E or above grades in all subjects of all semesters within a maximum period of eight semesters/six semesters as applicable, after his/her commencement of study in the 1st/3rd semester an addition secures CGPA not less than 5.0 shall be declared to have passed the examination in SECOND DIVISION.

Scrutiny and Revaluation

- Scrutiny shall be allowed in only theory papers.
- Revaluation of theory/practical papers is permitted.

Change of Branch

- The Branch Transfer will be carried out as per the guidelines issued by AKTU, State Govt. U.P. and AICTE. Branch change is permitted at 3rd Sem (2nd year) only.
- Branch change at the College level shall be carried out by writing an application to the Dean of the College.
- **Application must be made within 10 days of announcement of 1st year results.**
- **The list of candidates whose branch change applications has been accepted will be displayed within 10 days of the last date of submission of applications.**
- Branch change shall be strictly according to the merit list prepared by the College on the basis of total marks obtained by a student in 1st year University Exam.
- Those who have been promoted with Carryover Paper in IInd Year or having carryover paper in either 1st or IInd Sem are not eligible for branch change.

- The Branch Change is not applicable for the B.Tech (Biotechnology) Branch as per recent AKTU Guidelines.
- Direct admission or lateral entry to the II nd Year that is Diploma holders are not eligible for branch transfer.
- Promoted ex and re-admitted students to the II nd Year, even with excellent marks, are not eligible for the branch transfer.

For more details pl. visit : www.aktu.ac.in

CHATRA KALYAN NIDHI

All bonafide students Dr. APJ Abdul Kalam Technical University have been covered by a comprehensive 'Insurance Scheme' i.e Chatra Kalyan Nidhi.

During study, if father or, mother who is the sole earning member of the family dies due to accident or, natural cause, then the student is entitled for one time financial assistance as may be decided by the University.

In addition to the above, tuition fee of the student will also be paid to the student by the University.

To avail the benefit of the Insurance Policy, students are required to fill up two different form (CKN -1 & CKN -2) available in the programme office and enclose requisite documents / certificates to substantiate the claim.

Students are requested to contact programme office for any clarification / assistance on the above.

For more details pl. visit : www.aktu.ac.in

DISCIPLINE AND CODE OF CONDUCT

- Maintenance of discipline is of paramount importance in all walks of life particularly during the College. **Indiscipline is not limited to overt acts of misbehavior or misconduct but also includes not attending classes and other activities/assignments, mass absenteeism & non-compliance with the instructions of the College & the teachers.**
- Students are expected to use the facilities of the Academy without causing damage and / or destruction. Any student found causing damage to the property of the Academy will be required to pay for the damages depending on the nature of damage caused and may be suspended / rusticated on repeated violations.
- Any misbehavior with faculty / Staff or the fellow students shall be strictly punished.
- Smoking, consumption of alcohol and narcotic drugs are strictly prohibited in the Academy campus. Violation of this policy will attract severe punishment.
- No electronic gadget except calculator is allowed in the classrooms.
- Cellular phones must be kept in switch-off mode in classrooms.
- Student Belongings: All the students should take care of their belongings i.e. cash, cell phone, bag etc. The Academy shall not be responsible for any damage or loss to the students' property.

RAGGING IS BANNED

Ragging is a criminal offence and is banned in College as per the directives of the Hon'ble Supreme court of India Section-I & Section-II (Anti Ragging ACT - 1999). Anyone indulging in it will be punished.

An Anti-ragging Committee is formed to keep a continuous vigil over ragging to prevent its occurrence. Strong Disciplinary action against the accused will be taken including filing an FIR with the Police and expulsion from the College.

TRAINING & PLACEMENT

Performance standards of Engineering Institute are measured by the knowledge level of their students and by their placement record. Our Academy aims to carve a niche for itself in fulfilling this objective. Our Academy has a training and placement cell, complete in all respects to look after these aspects. T & P cell provides active platform for continuous interaction with working environment of industries and their professional. It also organizes workshops for cutting edge technologies and short-term training programs like - development of techno-managerial skills, client-vendor management, plant maintenance schedule development, and consultancy for energy auditing.

Placement Rules

- IILM would facilitate final placement/summer training of its students undergoing B.Tech programme provided that each one of them has successfully completed the examinations/course and their conduct at the Academy has been satisfactory throughout.
- Students with 55% aggregate and who have not defaulted in paying the requisite fee to IILM will be considered for final placements by the Academy.
- Students whose percentage is lower (below 55%) and those who qualify at later stages would be taken up in the placement process, as and when they qualify for the same.
- Students who are falling short of attendance (as per the norms of the Academy) will not be allowed to participate in the recruitment drive.
- When the mock test / interview / presentation is conducted in Academy, all eligible students should be present for the same. If a student is found absent then he/she may not be allowed for placement.
- Information about company's schedule concerning final placement will be put up on the placement Notice Board/sent to the group e-mail addresses of the respective students. It will be the duty of every student to see the Notice Board; check his/her e-mail and keep him or herself updated.
- If the response for final placement is high & or the company specifies the number of CVs to be sent, the placement office will short-list the CVs on the basis of relevant parameters as deemed appropriate and forward only the required number of CVs to the company. The decision of the Placement Office will be final in this regard.
- The student will be eligible to get only one offer from a company in respect to final placement through the Academy. In case, he/she is not willing to accept the same he/she has to arrange his/her final placement entirely on his/her own through off-campus process.
- Students have the liberty of arranging their own summer training/final placement in company of their choice. These students may take recommendation letters from the Placement Office for a maximum of 4-5 companies. However, these students have to keep the Placement Office informed of the status of their application within 15 days of the date

of recommendation letter, failing which it will be assumed that the students have succeeded in arranging the summer/final placement.

- Students may be required to go to the company's office or venue for the purpose of summer/final placement as decided by the company.
- It shall be mandatory for short-listed students to appear for the interview (summer/final placement). Absence from the interview shall debar short-listed students from the placement by the Academy and he/she will have to try on his/her own for summer/final placement.
- All the students must furnish the following details to the Placement Office in advance: Name, Father's name, DOB, X and XII board percentage, Address, Contact number and email.
- Students can opt out of the final placement by addressing a simple letter addressed to the placement Officer before the commencement of selection process.
- Students are required to attend PPT and the selection process for placement strictly in formals.
- The Academy reserves the right to change /modify any or all of the above mentioned rules/regulations and procedures whenever it is deemed necessary to do so.
- For training & placement, attendance in final year or in third year can be considered while short listing the student's C.V. like attendance should be more than 70% or 75%.

MENTORSHIP PROGRAMME

- Physical and mental well-being is the foundation of learning in any organization. It is recognized that ups and downs of life and a professional study can produce stress in a student, which can be coped with relatively easily with the help of counselors. In many situations consulting a counselor provides a space to reflect and explore the difficulties being experienced and in resolving the issue.
- The purpose of our Mentorship Programme is to make our students understand the importance of this phase of life and decide their priorities.
- 15 Students are assigned to each teacher for counseling and guidance. Any issue or concern can be discussed in complete confidence.
- Students can freely approach the Faculty members in respective areas with their queries/grievances and seek assistance and guidance.

COMPUTER & OTHER LABORATORIES RULES AND REGULATIONS

- No eating and drinking are allowed inside any Lab. Carrying water/soft drinks / snacks etc are strictly prohibited.
- No group discussions inside the computer Labs are permitted.
- You should always log out of your session when finished and never give out your password to anyone else. If any account is misused due to the negligence of its holder then the holder will be held accountable
- Identity card must be shown on demand.
- No student is allowed to download any screensavers / wallpapers or any other software.
- Any one found Chatting, Playing Music, Playing games, Watching Video or doing any objectionable non-academic work on their Laptops/Notebooks/Handhold will be barred from the use of Lab facilities.
- If multiple computers are required for a course related work then prior permission would be needed through the respective faculty.
- LAN cables must not be un-plugged by Laptop/Notebook users. A separate facility has been provided for them.
- No facility for Disks or CDs is available in any system. All file transfers should be done online.
- Finally, any kind of misbehavior will lead to ban on using computer lab facilities and locking of the login account. Additionally punitive actions ranging from fines, suspension or rustication will be taken against students damaging / misusing any equipment.

LIBRARY AND INFORMATION CENTER

Library Timings:

The library is open on all the days except Sundays and prescribed holidays. (If any changes in the schedule, it will be notified in advance).

Working hours of Library:

Reading Hours: 9.00 AM to 7.00 PM

Issue of Books: 9.30 AM to 6.30 PM

Open Access and Shelf Arrangement:

The students have the privilege of direct access to shelves in the stack halls. It is important that the arrangement of books be maintained on the shelves for the convenience of members themselves.

Procedure for Membership:

All the students & Faculty, Staff members of IILM -AHL are eligible for library membership free of cost. They can issue books through their Bar-coded Identity Cards, against which all the registered students/ faculty members can borrow books from the library. The books may however, be re-issued on the due date. **Periodicals will not be issued** and are for consultation in the Library only.

1. Students can get three books at a time for ten days & can get them re-issued if a demand for the books is not there.
2. Faculty Members can issue eight books at a time for a semester.

Library Rules:

- Members must show their Library Card on entering the Library, while borrowing books and journals and at any time if asked to do so by the Library staff.
- Briefcases, bags, umbrellas, Tiffin boxes and other personal belongings must be deposited at the entrance, and are not permitted in the Library premises.
- Every member must sign the register available at the entrance.
- Members are free to browse through the books. Books taken out of the library shelves must be put on a table. Replacing the books on shelves is not encouraged as these may get misplaced. A misplaced book is a lost book.
- Readers should not mark, underline, write on, tear pages from or damage the library documents.
- Strict silence, decorum and discipline must be maintained in the Library.

- Chewing pan and spitting, smoking, eating, sleeping and talking loudly are strictly prohibited in the Library.
- Use of mobile phone is not permitted.
- Newspapers and magazines must be read only in the Library on specific tables/ stands and should not be taken to any other reading area.
- No Library material can be taken out of the Library without permission.
- Any one who violates the rules and regulations of the Library would be liable to lose the privileges of Library Membership.
- The Librarian, with the approval of the Library Advisory Committee, reserves the right to add, delete, alter or modify any of the above rules as and when required.

Late Book Fine:

Books are issued to a member/valid Card - holder, only on the production of ID to check misuse of the cards. If a student / faculty / staff fails to return the book on due date or fails to get it re-issued on the due date, a fine of Rs. 2/- per day will be charged for each book after the due date.

Lending Rules and Restrictions:

1. Reference books, journals or magazines, will not be issued to students / faculty members. They are to be used only in the Library.
2. The Librarian reserves the right to recall any book issued to the borrower even prior to the due date of return, if necessary.
3. At the end of every academic session, students will have to obtain a **"No Dues Certificate"** from the Librarian, failing which they will lose their library membership.
4. Borrower shall be responsible for safe return of the books to the library. In case of damage or loss of books the student/ faculty/ staff will have to replace the book or will pay double the cost of lost book / document.
5. Loss of Identity Card is to be notified to the Librarian immediately. Duplicate Identity Card will be issued to the members on payment of Rs.250.00. In case, information about lost cards is not furnished to the Librarian, the member shall be responsible for all damages caused to the library.
6. Stealing or damaging the property of Library or misbehavior with library staff shall be considered as an act of indiscipline, which will call for strict disciplinary action, fines and cancellation of Library membership.
7. Library staff is authorized to carry out search of students' bags & belongings, if need arises.
8. Visitors are not permitted in the Library without the permission of the Librarian (This clause applies only to students)

IMPORTANT COMMITTEE DETAILS:

Grievances Redressal Committee:

Col Ravi Kanakeel	Head-Administration	Chairman
Dr Meenu Singh	Director-Academics	Member
Col Narendra Sharma	HoD-Civil	Member
Prof Ganesh Khanna	HoD-MBA	Member
Dr Sanjay Awasthi	Professor-Chemistry	Member
Dr Pratima P Pandey	Professor-Physics	Member
Capt Anita Ganjoo	Head-Student Welfare	Member
Dr Satya Sagar Saxena	Associate Professor	Member
Ms Garima Kulshreshtha	Assistant Professor	Member

Anti Ragging Committee:

Col Ravi Kanakeel	Head-Administration	Chairman
Dr Meenu Singh	Director-Academics	Member
Col Narendra Sharma	HoD-Civil	Member
Dr Satya Sagar Saxena	Associate Professor-Maths	Member
Dr Dhires Pathak	Assistant Professor-Chemistry	Member
Capt Anita Ganjoo	Head-Student Welfare	Member
Dr Hamlata Bhat	HoD – Computer Science	Member
Col Mahesh Bhardwaj	HoD – Automobile Engg	Member
Dr Avinash Singh	Assistant Professor - Biotech	Member

Sexual Harassment Committee:

Col Ravi Kanakeel	Head-Administration	Chairman
Dr Meenu Singh	Director-Academics	Member
Col Narendra Sharma	HoD-Civil	Member
Dr Pratima P Pandey	Professor-Physics	Member
Capt Anita Ganjoo	Head-Student Welfare	Member
Col Mahesh Bhardwaj	HoD – Automobile Engg	Member
A Member of NGO		Member

Committee for SC/ST & JK students:

Mr Ajay Pratap Singh	Sr Director	Chairman
Col Ravi Kanakeel	Head-Administration	Member
Mr Anil Gupta	Registrar	Member
Mr Bramhanand	Asstt Admin	Member

Examination Committee:

Dr Avinash Singh	Assistant Professor-Biotech	Head
Dr Dhiresh Pathak	Assistant Professor-Chemistry	Member
Mr Nitin Kumar Gupta	Assistant Professor-ECE	Member
Dr Sandeep Kumar Sharma	Associate Professor-Maths	Member

Student Welfare Committee:

Capt Anita Ganjoo	Head-Student Welfare	Head
Ms Ankita Awasthi	Assistant Professor-ME	Member
Ms Charu Sharma	Assistant Professor-Biotech	Member
Dr Chanan Medatwal	Associate Professor-MBA	Member
Mr Ranjan Kumar	Assistant Professor-Civil	Member
Ms Meenakshi Sehrawat	Assistant Professor-MBA	Member
Dr Rakhi Trivedi	Associate Professor	Member
Mr Ankit Bansal	Assistant Professor-ME	Member

Mentoring Cell:

Prof Ganesh Khanna	Associate Professor	Head
All faculty members		Member

Placement Cell:

Name	Designation	Role
Ms Promila Srivastava	Assistant Professor- Training	Head
Mr Sohan Lal	Manager- Corporate Relations	Member
Dr Vaibhav Panwar	Associate Professor- Computer Science	Member
Ms Garima Gupta	Assistant Professor- BT	Member
Col Subhash Chander Dhul	Professor-ECE	Member
Dr Shiv Sharma	Associate Professor - Mechanical	Member
Mr Fahad Iqbal Qureshi	Assistant Professor- Civil	Member

Mr Krishna Sharaswat	Assistant Professor - MBA	Member
Mr Rohit Gupta	B.Tech- Biotechnology	Student Member
Ms Teena Chandna	B.Tech- Biotechnology	Student Member
Mr Deepanshu Vashisth	B.Tech-CS	Student Member
Mr Akriti Nayan	B.Tech-CS	Student Member
Mr Himanshu Bartwal	B.Tech-ME	Student Member
Mr Abhishek Kushwaha	B.Tech-ME	Student Member
Mr Honey Singh	B.Tech-AU	Student Member
Ms Neha Sengar	B.Tech-ECE	Student Member
Mr Kanhaiya Kumar Yadav	B.Tech-CE	Student Member
Ms Shivani Mishra	MBA	Student Member
Mr Avinash Srivastava	MBA	Student Member

Hostel Committee:

Mr Ajay Pratap Singh	Sr Director	Head
Col Ravi Kanakeel	Head-Administration	Member
Capt Anita Ganjoo	Head-Student Welfare	Member
Ms Manuja	Girls Hostel Warden	Member
Mr Ravi Dutt Sharma	Supervisor-Admin	Member
Mr Inderpal	Boys Hostel Warden	Member

GUIDELINES FOR THE STUDENTS

In a continuing effort to streamline the functioning of the College, improve overall performance, results and placement of students as well as to maintain discipline and to check absenteeism, certain guidelines will be followed in the College.

Classes will commence from 1st August 2018 for 1st & Final year and 15th July 2018 for 2nd & 3rd year students. Students should register themselves on or before 1st August 2018 failing which they will be liable to pay a fine of Rs. 100/- per day till the day of their registration, and will be allowed to attend the classes only after registration. However, their attendance will be counted from the date of commencement of classes.

Those with attendance below the minimum prescribed shall not be allowed to appear in the sessional tests as well as will be debarred from End-Sem University Examination as per AKTU norms.

Students whose attendance is less than the prescribed norms would be offered an opportunity for placements only after all those with good attendance have been given an opportunity.

Discipline is one of the most important facets of students' life. So it is expected from students to adhere to the disciplinary guidelines laid by the College. All students are advised to carry and display their identity cards in the College premises, without it they will not be permitted an entry in the College.

Internal assessment marks are based on class tests, as well as on attendance & performance in classes, special projects & assignments, extra- curricular activities and discipline. Substantial weightage is given to each element. Students are therefore advised to participate in all the activities seriously so that they are able to score high percentage of marks in internal assessment & improve their results.

Students are required to understand the importance of this phase of life and attend to their classes regularly and concentrate on studies & other campus activities. This will improve their performance in the examination and also substantially increase their chances in placement.

**Latest
passport size
photograph**

1.	Name of Branch:.....	2. Sem.:	3. Status:	Reg	Re-	Ex-
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5. Name of Student (As per High School Records) : % of marks in qualifying exam:.....

[illegible][illegible][illegible]

Student Personal Email ID	Student College Email ID	Last date opened College Email Id

[illegible][illegible][illegible]

12. Father PAN Card No.....

13. Parent's OccupationIncome (Yearly):

14. Mother's Name (As per High School Records) :

[illegible][illegible]

16. Father Aadhar Card (Attach copy)

[illegible]

17. Fee deposited: College : Rs. Hostel Fee: Rs.

18. Subject Codes in which student wishes to appear in this Examination

[illegible]

Permanent Address	
Address:	
City:	
District:	
State:	
Pin Code:	

Signature (HOD)

UNDERTAKING

I.....S/D/o

Roll No.student ofSemester in the session 2018-19.

1. I shall be fully responsible for my conduct and shall ensure discipline at all times.
2. To abide by all the rules, regulations and instructions of the college as intimated from time to time.
3. To pay all the laid down fees/ dues in time.
4. I hereby undertake that I will regularly attend all classes and other activities in Even Semester as per
5. University norms (75%).
6. I am aware that if I am not able to fulfill the Attendance criteria described by the University. I will not be eligible to appear for the Odd Semester Examination 2018-19.
7. I, hereby affirm that I shall not indulge in any ragging activity individually or collectively within and outside the campus during my stay with IILM.

Signature of Student

Signature of Guardian

Name: _____

Name: _____

Mobile: _____

Mobile: _____

Email: _____

Email: _____

Important Numbers:

Mr Ajay Pratap Singh, Sr Director	7070192744
Dr Meenu Singh, Director	9899046145
Col Narendra Sharma, HoD Civil	9717160057
Prof Ganesh Khanna, HoD-MBA	9971203390
Col Mahesh Bhardwaj, HoD-Automobile	8527349128
Shatrughan Singh, HoD, ME	9650807170
Dr Hamlata Bhat, HoD, CSE	9971180222
Dr Pratima Pandey, Professor-Physics	7982168777
Ms Garima Gupta, Co-ordinator, Biotech	8447359822
Dr Vanya Arun, HoD, ECE	9999220354
Col Ravi K, Head-Administration	9968927341
Capt Anita Ganjoo, Dean-Student	8860260246
Anil Gupta, Registrar	9811298651

For further details, please visit at aktu.ac.in or iilmcet.ac.in