

**DAYALBAGH EDUCATIONAL INSTITUTE
(DEEMED UNIVERSITY)
DAYALBAGH, AGRA - 282 005**



**STUDENT DIARY
ACADEMIC SESSION: 2019-2020**

Name: _____

Roll No.: _____ Enrolment No.: _____

Class: _____ Year _____

ICT/Faculty/
College/School/LC/Program: _____

Residential Address: _____

Email id.: _____ Blood Group: _____

Contact phone/Mobile No. _____

IMPORTANT INSTRUCTIONS FOR STUDENTS

1. All students must be in full uniform.
2. All students must carry their I-card on their person at all times.
3. The use of plastics, tobacco, alcohol, cigarettes and bringing mobile in the campus is strictly prohibited.
4. All students must park their vehicles at the places designated for them.
5. All students must wear helmet while driving two wheelers & carry their valid driving license.
6. Every student is supplied with an Identity Card containing his/her photograph bearing the signatures of the student duly countersigned by the Dean/Principal concerned. The student will have to produce it when asked for by any competent authority.
7. Social Responsibility: All students should be aware of democratic values and freedom, respect for the rights of others, awareness of duties and obligations to society, inclusive growth, empowering weaker and underprivileged sections and reaching the last, the least, the lowest and the lost to contribute to national development.

GENERAL INSTRUCTIONS

- Every bonafide student of this Institute is required to collect a Student Diary at the beginning of the academic session.
- The Student Diary is a detailed record of the student's academic and other achievements throughout the academic session.
- The student himself/herself is responsible to maintain this Diary and keep the information up-to-date for evaluating his/her achievements and planning future progress during the academic session.
- All the rules, Bye-laws of the Institute and the instructions given in the Prospectus and this Diary are binding upon all students.
- The Student Diary is the copyright of the Institute.

ABOUT DAYALBAGH EDUCATIONAL INSTITUTE

The Dayalbagh Educational Institute (DEI) was founded in 1917 as a co-educational middle school, the Radhasoami Educational Institute, by the August founder of Dayalbagh, Sir Anand Sarup. The Dayalbagh community emphasizes nurturing of one's spiritual and intuitive faculties through Surat Shabd Yoga. Dayalbagh itself is a century-old, living example of cooperative co-existence, self-sufficiency and self-reliance, untouched by the swinging pendulum of inflation, and DEI was nurtured with these same set of values, practices and morals.

The Dayalbagh Educational Institute is located in Agra amidst the tranquil environs of Dayalbagh, a self-contained colony renowned for its serene environment and secular establishments, in which its inhabitants lead an active, disciplined and co-operative community life dedicated to service, conforming to the high spiritual ideals of their faith. On the outskirts of the historic city of Agra, the campus is situated in garden settings, away from the din and noise of the city. Nestled between lush green fields, it provides an excellent ambience and academic setting which is in harmony with nature. The houses and institutions, all belong to the community as a whole. People also live and work as a community. The colony has its own water supply and electricity distribution. There has been a social transformation of the community. Literacy among boys and girls is complete. There is no caste system. Fatherhood of God and Brotherhood of man is the ideal of the community and service of mankind its motto. This, along with a simple, disciplined and principled life, undoubtedly contributes to the strength of the social, moral and spiritual fibre of the Institute's educational system.

The Government of India conferred the status of a Deemed University on the Dayalbagh Educational Institute on 16th May, 1981 with the mission objective of evolving a 'complete man' providing opportunities to develop physical, mental and spiritual faculties under its unique innovative and comprehensive education policy with accent on quality. The Advisory Committee on Education (ACE), Dayalbagh Educational Institutions (DEIs), is an informal "think tank" for promoting values and quality across the board in educational activities of DEI. DEI thrives for Sustainable Development, through 'Sigma Attributes' of Smart, Mobile and Resilience integrated with Sigma Six Q-Vs' (Qualities and Values) of Innovation, Water Quality, Air Quality, Education and Healthcare, Agriculture and Dairy Practices and Human Values. It advocates the principle of better worldliness, to build economy through research and frugal innovation anchored in the principle of achieving more with less.

विश्वविद्यालय प्रार्थना

हे दयाल सद् कृपाल हम जीवन आधारे।
सप्रेम प्रीति और भक्ति रीति बन्दे चरन तुम्हारे।।1।।

दीन अजान इक चहें दान दीजे दया बिचारे।
कृपा दृष्टि निज मेहर वृष्टि सब पर करो पियारे।।2।।

विश्वविद्यालय गान

हे विश्वविद्यालय तेरा मन्दिर है ज्योतिष ज्ञान से।
है सुवासित बहुमुखी शिक्षा तेरे उद्यान से।

ज्ञान से, विज्ञान से परिपूर्ण है तेरा भवन।
कर्म से है, धर्म से, अध्यात्म से उज्ज्वल सदन।
शिक्षा नई शैली लिये विकसित हुई श्रमदान से।।1।।

हर प्रान्त के, हर जाति के, हर वर्ग के, हर धर्म के।
हैं सुमन मुकुलित यहाँ, डी0ई0आई0 उद्यान में।
वीणा सतत झंकृत रहेगी तब सुमंगल गान से।।2।।

दयालबाग स्काउट झण्डा गान

सुनो भाई! इक गान हमारा, गाकर तुम्हें सुनाते हैं।
हिरदय अन्दर के कुछ भावों, खुल कर तुम्हें बताते हैं।।

दीन दुखारी देश—देश में, बहु बिधि से दुख पाते हैं।
कोई सतजन और देश—हितैषी, दुख उनके अपनाते हैं।।

सेवा जाती देश जगत की, काम बड़े कहलाते हैं।
पर हिरदय हो जिसका चौड़ा, उसके ही मन भाते हैं।।

यही भाव सेवा के साहब, हिरदय में कसकाते हैं।
तन मन होवे देश समर्पण, हरदम यही मनाते हैं।।

यही प्रतिज्ञा धार दृढ़ मन में, मिलकर कदम बढ़ाते हैं।
नहीं कदम यह रुकेगा जब तक, झंडे यह लहराते हैं।।

Translation in Telugu

హే దయాలా! సదా కృపాలా!	हे दयाला सदा कृपाला
మా జీవన ఆధారమా!	मा जीवन आधारमा
ప్రేమ ప్రీతితో భక్తి రీతితో	प्रेम प्रीति तो भक्ति रीति तो
తమ చరణములకు మా వందనములు హే దయాలా	तम चरणमुलकु मा वन्दनमुलु
దీనుడనజ్ఞానినినే, కోరుదునొక దానమును	दीनुड़ नज्ञानिनि ने कोरुदुनोक दानमुनु
దయను జూపి మాపై వరము నిండు;	दयनुजूपि मा पै वरमु निण्डु
కృపార్పణి మీ దయావృష్టి	कृपा कृष्टि मी दया कृष्टि
అందరిపై కురిపించుము ప్రయతమా హే దయాలా	अंदरिपै कुरिपिन्नुमु प्रियतमा

Translation in English

All Gracious ever Merciful Lord!
The prop of our life!
With hearts full of devotion,
We prostate at Thy Lotus Feet.
Humble and guileless we pray for Thy boon,
Which Graciously grant.
Show Thy Grace and Shower Thy Mercy, (On All Thy Children)
Dearest Lord!

Translation in Bangla

ହେ ଡୟାଲ ସଦା କୃପାଳ ଆମାର ଜୀବନ ଆଧାରେ	हे दौयाल शौदा किरपाल आमार जीबोनो आधारे
सप्रेम प्रीति आर भक्ति रीति बन्दे चरण तोमारि	शौप्रेमो प्रीति आर भक्ति रीति बान्दे चौरनो तोमारी
द्वीन अजानएक चाही दान दाओ दया बिचारे	दीनो ऑजोन ऐको चाही दान दाओ दौया बिचारे
कृपा दृष्टि तोमार दया वृष्टि सवार परे करौ पियारे	कृपा दृष्टि तोमार दौया वृष्टि सौबार परे कौरो पियारे

Translation in Odia

ହେ ଦୟାଳ ସଦ କୃପାଳ ଆମ ଜୀବନ ଆଧାରେ	हे दायलो सद कृपालो आमो जीबानो आधारे
ସପ୍ରେମ ପ୍ରୀତି ଆଉ ଭକ୍ତି ରୀତି ବନ୍ଦେ ତୁମ ଚରଣ ରେ	सप्रेमो प्रीति अउ भक्ति रीती बान्दे तुम चरणों रे
ଦୀନ ଅଜାନ ଚାହେଁ ଏକ ଦାନ ଦିଅନ୍ତୁ ଦୟା ବିଚାରି	दीनो अजानो चाहें एक दानो दियान्तु दाया बिचारी
କୃପା ଦୃଷ୍ଟି ନିଜ ଦୟା ବୃଷ୍ଟି ସମସ୍ତଙ୍କ ଉପରେ କରନ୍ତୁ ପିୟାରେ	कृपा दृष्टि निजो दाया वृष्टि समस्तोंक उपरे करन्तु पियारे

Translation in Tamil

ஏ தயாளரே என்றும் கிருபாளரே, ஏ தயாளரே என்றும் கிருபாளரே
எமதுயிரின் ஆதாரமே, ஏ தயாளரே என்றும் கிருபாளரே
பிரேமை ப்ரீத்தியுடன் பக்தி ரீதியும் கொண்டே திருவடி பணிந்தோம்
ஏ தயாளரே என்றும் கிருபாளரே

ஏழை எளியோர் நாம் வரமொன்று கேட்கின்றோம்
தந்தே அருள் புரிவீரே
கருணைக் கண் நோக்கும் திருவருட் பார்வையும்
அனைவருக்கும் அருள்வீரே ஐயனே அனைவருக்கும் அருள்வீரே
ஏ தயாளரே என்றும் கிருபாளரே எமதுயிரின் ஆதாரமே

ऐ दयालरे एंडुम कृपालरे ।
यमदुयिरिन आधारमे ॥

प्रेमै प्रीतियुइन भक्ति रीतियुम् ।
कोडे तिरुवडी पाणिदोम् ॥

येनै येनियोरनाम वरमोडुम केट्किन्डोम् ।
तन्दे अरुल पुरीवीरे ॥

करुणै कणोक्कुम तिरुवरुल पार्वयुम् ।
अनैवरुक्कुम् अरुलवीरे, अय्यने अनैवरुक्कुम् अरुलवीरे ॥

Translation in German

All gütiger immer barmherziger Herr,
Die Stütze unseres Lebens

Mit Herzen voller Hingabe
Fallen wir auf die Knie zu Deinen Lotus Füßen

Demütig und unschuldig beten wir
um Deinen Segen
Der gütig gewährt

Zeige Deine Gnade
Und überschütte mit Deiner Barmherzigkeit
All Deine Kinder
Liebster Herr !

Translation in French

Seigneur tout bienveillant et toujours charitable,
Le soutien de notre vie.

Les cœurs pleins de dévotion
Nous nous prosternent devant
Tes Pieds de Lotus.

Humblement et en toute confiance nous
Prions pour Ta grâce
Qui accorde bienveillant

Montre Ta Grâce
Et couvre tous Tes enfants
de Ta Charité
Seigneur le plus aimé !

Content	Page No.
GENERAL ACADEMIC CALENDAR	10
GENERAL ACTIVITIES CALENDAR	11
CALENDAR OF CULTURAL & LITERARY ACTIVITIES FOR THE SESSION 2019-2020	12
CRITERIA FOR AWARD OF MARKS UNDER CO-CURRICULAR ACTIVITIES	18
CULTURAL COMMITTEES OF VARIOUS FACULTIES/COLLEGES	22
INCHARGES FOR ATTENDANCE AND RESULTS: CORE COURSES	36
NATIONAL SERVICES SCHEME (NSS) AND OTHER ACTIVITIES	38
FACULTY/COLLEGE EXAMINATION COMMITTEES	40
PERIODIC TESTS & END-SEMESTER EXAMINATIONS	41
DISCIPLINE AND STUDENTS WELFARE	45
COORDINATORS- B. VOC. COURSES	47
RULES OF DISCIPLINE IN THE INSTITUTE	48
DEI TRAINING & PLACEMENT CELL	53
DEI CENTRAL FACILITIES	54
DEI NEWS & MAGAZINE COMMITTEES	57
FEE-STRUCTURE FOR SESSION 2019-2020	59
LIST OF HOLIDAYS	68

CALENDAR

GENERAL ACADEMIC CALENDAR: 2019-2020

Odd Semester	All Programmes (excluding High School, Intermediate & Modular Programmes)	High School, Intermediate
Pre-Registration (Continuing Students)	During mid-semester break of preceding semester	During mid-semester break of preceding semester
Teaching Starts (Continuing Students)	02-JUL-2019	03-APR-2019
Admission, Registration & Fee Collection (New Students)	As per notified programme	As per notified programme
Orientation Programme (New Students)	As per notified programme	As per notified programme
First Test Series (Tentative)*	28-SEP-2019 to 05-OCT-2019	16-AUG-2019 to 22-AUG-2019
Mid Semester Break (Tentative)*	07-OCT-2019 to 12-OCT-2019	07-OCT-2019 to 12-OCT-2019
Second Test Series (Tentative)*	20-NOV-2019 to 26-NOV-2019	14-OCT-2019 to 19-OCT-2019
End Semester Exam. (Practical & Theory)	29-NOV-2019 to 18-DEC-2019	23-OCT-2019 to 02-NOV-2019
Submission of Awards and Grades of Continuous Evaluation	On or before 18-DEC-2019	On or before 02-NOV-2019
Semester Break (Tentative)*	19-DEC-2019 to 24-DEC-2019	19-DEC-2019 to 24-DEC-2019
Declaration of Result	BY 14-FEB-2020	BY 31-DEC-2019
Remedial Teaching	15-02-2020 to 22-02-2020	10-01-2020 to 18-01-2020
Remedial Examinations (Tentative)*	24-02-2020 to 29-02-2020	20-01-2020 to 25-01-2020
Even Semester		
Pre-Registration (Continuing Students)	During mid-semester break of preceding semester	During mid-semester break of preceding semester
Teaching Starts (Continuing Students)	26-DEC-2019	05-NOV-2019
First Test Series (Tentative)*	02-MAR-2020 to 07-MAR-2020	02-JAN-2020 to 08-JAN-2020

Mid Semester Break (Tentative)	09-MAR-2020 to 14-MAR-2020	09-MAR-2020 to 14-MAR-2020
Second Test Series (Tentative)*	24-APR-2020 to 30-APR-2020	02-MAR-2020 to 07-MAR-2020
End Semester Exam. (Practical & Theory)	01-MAY-2020 to 21-MAY-2020	18-MAR-2020 to 30-MAR-2020
Submission of Awards and Grades of Continuous Evaluation	On or before 21-MAY-2020	On or before 30-MAR-2019
Summer Vacation	22-MAY-2020 to 30-JUN-2020	22-MAY-2020 to 30-JUN-2020
Declaration of Result	By 29-JUN-2020	By 05-MAY-2020
Remedial Teaching	01-JUL-2020 to 15-JUL-2020	06-MAY-2020 to 20-MAY-2020
Remedial Examinations (Tentative)*	16-JUL-2020 to 22-JUL-2020	08-JUL-2020 to 13-JUL-2020

*** Marks of each component of internal assessment should be displayed on the DEI website within one week of the date of the scheduled test.**

*** For Highschool/Intermediate teaching shall commence on 03-APR-2020.**

GENERAL ACTIVITIES CALENDAR: 2019-2020

Beautification & Tree Plantation Programme	July to Aug., 2019
Independence Day	15 Aug., 2019
Teachers' Day	05 Sept., 2019
Engineers' Day	15 Sept., 2019
Values & Quality Day	27 Oct., 2019
Inter-Faculty Competitions (Cultural, Literary & Fine Arts):Phase - I	3 Nov., 2019
National Education Day	11 Nov., 2019
Convocation	Nov. 2019
N.S.S. Camp/ Winter Camp	19-26 Dec., 2019
Guiding/Scouting Camp(For B.Ed)/ D.El.Ed.	During III Sem. Break
Research Day	11 January, 2020
National Youth Day	12 Jan., 2020
Republic Day	26 Jan., 2020
Founder's Day/ Open Day	31 Jan., 2020
Inter-Faculty Competitions (Cultural, Literary & Fine Arts):Phase - II	16 Feb., 2020
Sports Competitions	Feb., 2020
D.E.I. Diamond Jubilee Memorial Lecture	Mar./Apr., 2020

**CALENDAR OF CULTURAL, LITERARY, THEATRE AND FINE ARTS
ACTIVITIES FOR THE SESSION 2019-2020**

Competitions at Faculty Level

S. No.	Event	Date	Day
1	General Knowledge Quiz (Written)	11.9.2019	Wednesday
2	Essay Writing (Hindi/English)	13.9.2019	Friday
3	Poster making & Cartooning	14.9.2019	Saturday
4	Elocution (Hindi)	16.9.2019	Monday
5	Elocution (English)	17.9.2019	Tuesday
6	Mime & Mimicry	18.9.2019	Wednesday
7	Debate (Hindi)	19.9.2019	Thursday
8	Debate (English)	20.9.2019	Friday
9	Skit	21.9.2019	Saturday
10	Light & Classical Vocal Solo	24.9.2019	Tuesday
11	Bhakti Sangeet	25.9.2019	Wednesday
12	Clay Modelling & Rangoli	26.9.2019	Thursday
13	On the Spot Painting & Collage	27.9.2019	Friday
14	Spot Photography	15.10.2019	Tuesday
15	Light Vocal (Group), Classical Instrumental Solo (Percussion & Non-Percussion), Folk Orchestra	16.10.2019	Wednesday
16	Theatrical Script Writing (H/E)	17.10.2019	Thursday
17	Western Vocal (Solo & Group)	6.1.2020	Monday
18	Folk/Tribal Dance (Solo & Group), Classical Dance (Solo)	8.1.2020	Wednesday
19	Satirical Creative Writing (Hindi/English/ Sanskrit) & Translation (English-Sanskrit, Sanskrit-English)	10.1.2020	Friday
20	Poetry Recitation (Self Composed) – (Hindi/English/ Sanskrit)	13.1.2020	Monday
21	Antakshari (Hindi/English/ Sanskrit)	15.1.2020	Wednesday
22	Dumb Charades	17.1.2020	Friday
23	Crazy Ideas (Hindi/English)	4.2.2020	Tuesday

24	Street Play (Hindi/English)	6.2.2020	Thursday
25	Youth Parliament	*February, 2020	-

*Tentative

Competitions at Institute Level

S.No.	Event	Date	Day
1	Inter-Faculty Competitions Phase-I Elocution, Essay, Debate, GK Quiz-Oral, Mime, Mimicry, Fine Arts, Theatrical Script Writing	3.11.2019	Sunday
2	Inter-Faculty Competitions Phase-II Indian & Western Music Items, Dance, Dumb Charades, Satirical Creative Writing, Translation, Poetry, Crazy Ideas, Street Play and Antakshari	16.2.2020	Sunday
3	Youth Parliament	*February, 2020	-

*Tentative

Competitions at Inter-Institute Level on the Theme "Values & Quality in Education"

As part of its basic structure which rests on the foundation of values and quality education, the Dayalbagh Educational Institute celebrates 'Values and Quality Day' on the day of Deepawali – the festival of lights every year. The festival of joy, victory of good over evil and brotherhood seems an appropriate occasion for the celebration of the mission objective of the DEI system of education – to create a well-rounded personality steeped in high character and ethical values.

S. No.	Event	Date	Day
1	Poster Making & Cartooning	23.9.2019	Monday
2	Bhakti Sangeet (Devotional Music)	16.10.2019	Wednesday
3	Elocution (Hindi/English) (Values & Quality Day)	27.10.2019	Sunday

Other Programs

Hindi and English Drama Festivals (Inter-Schools & Colleges)

S. No.	Event	Date	Day
1	Hindi Drama Festival	1 st week, November, 2019	-
2	English Drama Festival	3 rd week, November, 2019	-

Teachers' Day

S.No.	Event	Date	Day
1	Felicitation of Retired Teachers of DEI	5.9.2019	Thursday

Annual Prize Distribution Function

S.No.	Event	Date	Day
1	Faculty of Arts	17.2.2020	Monday
2	Faculty of Commerce	18.2.2020	Tuesday
3	Faculty of Education	19.2.2020	Wednesday
4	Faculty of Engineering	20.2.2020	Thursday
5	Faculty of Science	21.2.2020	Friday
6	Faculty of Social Sciences	22.2.2020	Saturday
7	Technical College	24.2.2020	Monday
8	Institute Annual Prize Distribution Function	21.3.2020	Saturday

CALENDAR OF INTER-FACULTY COMPETITIONS IN GAMES AND SPORTS

Dates	Games	Convenor B: (Boys) & G: (Girls)
August (Second Week)	Table Tennis	B: Prof. D. K. Chaturvedi (Engg.) G: Dr. (Ms) Priyanka Gautam (Sc.)
August (Last Week)	Football	B: Mr. Bajrang Bhushan (Edu) G: Dr. (Ms) Rashmi Srivastava (Arts)
August	Chess	B: Dr. Ankit Sahai (Engg.)

(Last Week)		G: Dr. (Ms) Sonali Bhatnagar (Sc.)
September (Second Week)	Volleyball	B: Prof.S P. Singh (Sc.) G: Ms. Surat Pyari (Soc. Sc.)
October (Last Week)	Badminton	B: Mr. Himanshu Atwal (TC) G: Dr. (Ms) Kavita Kumar (Soc. Sc.)
October (Last Week)	Kho-Kho	B: Prof. L.N. Koli (Com.) G: Dr. (Ms) Lowleen Malhotra (Arts)
October/ November	Cricket	B: Dr. A.P. Tyagi (Sc.) G: Prof. (Ms) Gur Pyari Satsangi (Edu.)
November (Second Week)	Basketball	B: Dr. Gurumukh Das (Engg.) G: Ms.Chetan Pyari (Edu.)
November (Last Week)	Hockey	B: Mr. R.C. Gupta (Engg.) G: Dr. Sunita Mehrotra (Soc. Sc.)
January & February	Athletic Meet (Intra) & Sports Day (Annual Function)	B: Dr A P. Tyagi B: Mr.Gaurav Pratap Rana (Engg.) G: Dr (Ms) Chetan Pyari G: Prof. (Ms) Gur Pyari Jandial (Arts)
Organising Secretary		Mr. Rajan Bedi
Conveners and Organising Secretaries will arrange for inter-faculty competitions.		

CO-CURRICULAR ACTIVITIES

One of the unique features of the DEI system of Education is the emphasis on co-curricular activities with the aim to provide all round development of the students' personality. Through a structured method combining evaluation in the form of marks, participation in intra- and inter-faculty competitions and events, regular weekly classes, guidance of teachers who are experts in various fields, a student at DEI receives ample opportunities to nurture his/her talent and grow into a confident individual, skilled in some artistic pursuit and/or in games and sports.

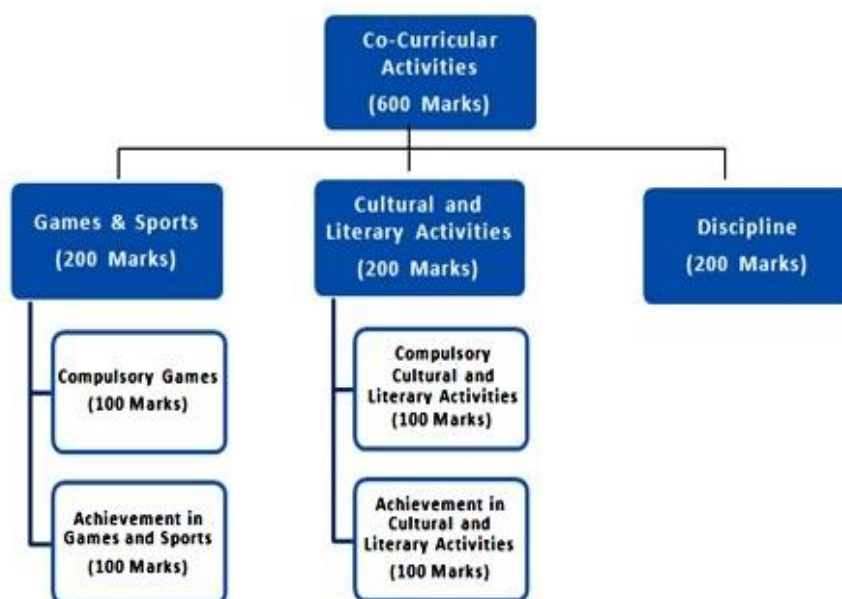
The evaluation of the overall performance of students is done at the end of the even semester of an academic session. The marks awarded in the Course are displayed on the notice board as is done for other Courses.

Co-Curricular Activities are divided into three heads, each head having a weightage of 200 marks:

1. Cultural and Literary Activities
2. Games and Sports
3. Discipline

The first two heads are further divided into two subheads each carrying 100 marks (i) Regular (Compulsory) participation and (ii) Achievements.

At the end of the session, marks are awarded, out of 200 under each head, viz. Games & Sports, Cultural & Literary Activities, and Discipline. One third of the overflow of marks under one head is added to the other head. The total marks obtained out of 600 are scaled to 200.



The Compulsory Games and Compulsory Cultural-Literary Activities are held in the regular periods allotted in the time table. For making fair assessment and imparting good training to the students during these compulsory periods, at least one teacher is deputed for every twenty students participating in regular periods of Games & Sports or Cultural & Literary Activities. For evaluating a student's achievement in these activities, competitions are organized at Intra- and Inter-Faculty level. The best performers are sent to represent the Institute in the competitions outside the Institute.

Values Education @ DEI

In the present scenario, Values Education is the missing link between quality teaching and learning practices. Today society reflects the impact of values erosion and deterioration in character and ethics. To address this issue and in pursuance with the Institute's thrust on Values-based Education and Continuous Quality Enrichment across all spheres of Teaching and Research, DEI has also launched Quality and Values Drive spanning all its Faculties, Colleges, Distance Education-ICT Centers and High Schools for Girls and Boys in India and abroad.

Academic Courses Pertaining to Indian Culture and Value Based Education

DEI has a School of Languages where children can opt to learn more than one language of their choice from among Telugu, Tamil, Bengali, Urdu, Oriya, Punjabi, French, and Russian. DEI also has a well-established and highly reputed Department of Music in addition to a Music Centre that teaches Indian music to children. In addition, "Indian Culture" and "Comparative Study of Religion" are integrated into the DEI curriculum as core subjects. These latter subjects are imperative to study from the point of view of keeping students moored to a value and tolerance based system of which Indians are proud. Such courses are especially relevant for children of N.R.I.'s born and brought up abroad who have no exposure to Indian Culture and are far removed from Indian values and religious traditions. More recently, DEI has introduced a Post Graduate Diploma in Theology in the Department of Sanskrit and Culture, which now runs at two remote learning Centers in the USA: New York and Chicago. Courses on Indian Culture and Values, Indian Music, and Spoken English are slated for All-India launch during this Academic Year.

International Relations

Dayalbagh Educational Institute has partnered with premier institutions across continents not only to provide a wide-ranging exposure to its students but also to imbibe global best-practices in its model of education. This report briefly presents some models for international collaborations undertaken at the Institute, with select examples. With many world-class international institutions realizing the responsibility of educational institutions as solution-providers to global challenges such as food security, sustainable development and global peace, DEI comes across as a natural partner. The international collaborations at DEI therefore continue to grow rapidly. Some international agreements that DEI entered or renewed in the last five years include University of Waterloo, Canada, Michigan State University, USA, Kiel University, Germany, Seneca College, Canada, National Institute of Materials Science, Japan, University of Arkansas, USA, University of Manitoba, Canada, etc.

CRITERIA FOR AWARD OF MARKS UNDER CO-CURRICULAR ACTIVITIES

(A) CULTURAL AND LITERARY ACTIVITIES

The following pattern shall be adopted for awarding marks to the students in Cultural and Literary Activities:

(I) COMPULSORY ACTIVITY

For each semester of an academic session, 50 marks are assigned to the compulsory periods (classes). Out of these, 20 marks are assigned for attendance in regular periods (Marks of attendance will be awarded in linear proportion to the attended periods) and the remaining 30 marks are awarded to the students for the interest, initiative, performance and discipline displayed by them in these periods.

For making assessment in the performance part, the concerned teachers will award marks for each period and the same will be informed to the students. If desired, a few class competitions will also be arranged for making assessment in the performance part. The students will be given different choices to opt for any one of them as compulsory activity for the semester.

(II) ACHIEVEMENT

For securing the remaining 100 marks, for the entire academic session, allotted under the subhead "Achievement" under the head "Cultural and Literary Activities" students will have to display their talent and participate in the competitions which will be organized in their respective faculty/college or the Institute. The details of the competitions along with the schedule are given separately in "Student Diary". Marks under the subhead "Achievement" will be awarded as per the following criteria:

Marks for Competitions at Class or Group/College/Faculty Level

Position	Individual Item	Team Item
Participation*	5	2
III	8	5
II	10	8
I	15	10

Marks for Competitions at Institute Level

Position	Individual Item	Team Item
Participation*	8	5
III	10	8
II	15	10
I	20	15

*Participation marks will be awarded only on achieving the minimum standard set by the judges. Only Participation Marks - Maximum up to 50 including all events, at Faculty and Institute level.

Marks for Competitions at District, State and National Level

Position	District Level	State Level	National Level
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Participation	10	15	20
III	15	20	25
II	20	25	30
I	25	30	35

Participation in Special Functions at Institute Level

Independence Day Song/Prayer, Republic Day Song/Prayer, Performance on Teacher's Day etc. – 5 Marks per item.

Participation in Cultural programs on Special Occasions (Convocation, Visits of Dignitaries, Conferences etc.)

10 marks per occasion.

Model Making etc. for presentation on Special occasions (like Open Day etc.)

10 marks per item (for individual), 5 marks per item (for group).

Conferences/Workshops/Seminars

Paper presentation	20
Participation	5

Marks for Posts held

Class Captain	20
Class Vice Captain	15
Batch Prefect	15
Batch Assistant Prefect	10
Coordinator of any Activity	15

Volunteership at the Faculty and Institute Level

Marks for being a Volunteer in Cultural Programmes, Engineers' Day, Founder's Day, Open Day, Independence Day, Republic Day, Teachers' Day, Medical Camp, etc. - 5 to 10 depending on the work done per event (Maximum 30 including all events).

(B) GAMES AND SPORTS

SPORTS FACILITIES

The Institute has a number of large play-grounds which fully cater to the needs for athletics and all outdoor games, like, football, hockey, cricket, basketball, lawn tennis, volleyball and kho-kho. Besides, there are indoor facilities for badminton,

table tennis, etc. Games and sports are an integral part of the curriculum of the Institute. The sports department organises various activities for students like, Intra faculty tournaments, Inter faculty tournaments, Regular coaching for the Football/Volleyball, Winter and marshal art camps for women, Games and athletic meet for disabled (Divyang) athletes , Participation in inter-university tournaments etc.

The following pattern is adopted for awarding marks to the students for participation in Games and Sports:

(I) COMPULSORY GAMES

For each semester of an academic session 50 marks are assigned to compulsory games or regular games periods allotted in the time table. Out of these 50 marks, 20 marks are assigned for attendance in the regular games periods (marks of attendance will be awarded in linear proportion to the attended periods) and the remaining 30 marks are awarded to students for the interest, initiative, performance and discipline displayed by them in the games periods.

To assess the performance of students, the concerned teachers will award marks for each period and the same will be informed to the students. If desired, a few class competitions will also be arranged to assess the performance of students.

(II) ACHIEVEMENT

For securing the remaining 100 marks, allotted under the subhead “Achievement” under Games and Sports for the entire session, students will have to give evidence of their talents and exhibit good performance/achievement in the competitions which will be organized at their respective faculties/College level as well as at the Institute level.

Criteria of marks under “Achievement”

Activity	Intra-mural and Faculty level	Institute Level	Outside
Games	10 Marks to team member Captain of the Team: +5	Winner: +10 Runner: +5 Captain of the Team: +5	District level, State level, regional level, National level: +10 at each level
Sports	I: 15 II: 10 III: 8 IV, V, VI: 5	I: 20 II: 15 III: 10 IV, V, VI: 8	District level, State level, Regional level, National level, All India/North Zone participation (UGC): +10 at each level

Note: A student can participate in a maximum of five events.

Member of Band Squad	20
Member of Musical Drill/Marshal Arts	10

Member of March Past Squad	10
Winner of March past	+10
Runner of March past	+5

Volunteership at the College/Faculty and Institute Level: Games Committees of the respective Faculties/College/Institute may award up to a maximum of 30 marks in the entire session to volunteer students depending upon the work done by them.

(C) DISCIPLINE

Total 200 marks (100 marks per semester) are earmarked under the head "Discipline" for every student in an academic session. In every semester, initially, every student will earn 50 marks and the award of marks out of the remaining 50 marks will be done at the end of a semester by the proctorial board of every class, separately, keeping in view the general discipline (Wearing of uniform; Attendance on National Days, Faculty and Institute functions; General behaviour with other students and teachers; Punctuality etc. during the semester) of the individual students. The Faculty Disciplinary Committee and/or Institute's Disciplinary and Results Committee may also impose punishments resulting in deduction of marks under the head of Discipline.

If a student is awarded punishment by various Committees and this results in a loss of more than 100 marks in a semester for indiscipline, the marks above 100 will be deducted from the marks earned by the student in the heads (A) and (B)

Note:

1. The marks will be awarded to the students out of 50 in the compulsory games and cultural & literary activities at the end of each semester, separately, and these will be sent to the examination department after they have been duly displayed on the notice boards. However, the performance of students in co-curricular activities will be mentioned in the result card of the even semester of an academic session.
2. The total marks for achievement earned by the students in the entire academic session in (i) Games and Sports (ii) Cultural & Literary Activities will be sent, separately to the examination department at the end of the even semester of an academic session.
3. The marks for discipline out of 100 will be sent to the examination department at the end of each semester in a session.

UNIFORM

1. Students are required to wear the prescribed uniform. Failure to do so may result in a fine and/or loss of marks in discipline, or any other disciplinary action.
2. Students' uniform with the following specification shall be applicable in the Institute.

For Summer

Girls - Plain knee-long White Kurta having no design over it (Half/Three-Fourth/Full sleeves), White Salwar (Not of any other variety like Churidar or Patiala), White dupatta or White Saree, White Shoes (Sports/Cloth made/Leather made)

Boys - White Shirt (Full/Half Sleeve), Grey Trousers, Black Belt, Black Shoes. (Sports/Leather made/Cloth made)

For Winter**Girls** - Grey Cardigan/Navy-Blue Blazer**Boys** - Navy-Blue Blazer/Grey Sweater

Note - Students may use muffler & caps in matching colours with the uniform i.e. boys to use grey muffler/caps & girls to use white muffler/cap. Any fancy graphics, logos or designs on the uniform is not permitted.

CULTURAL COMMITTEES OF VARIOUS FACULTIES/COLLEGES
FOR ORGANIZING CULTURAL, LITERARY / FINE ARTS COMPETITIONS
AT FACULTY LEVEL

Cultural Advisor, D.E.I.:Dr. (Ms) V. Prem Kumari, Professor Emeritus**Cultural Coordinator, D.E.I.:**Prof. D. Ganeshwar Rao**Faculty of Arts**

Cultural Coordinator:Prof. Ravi Kumar Bhatnagar

Co-Coordinator:Prof. (Ms) Gur Pyari Jandial

Activity	Members	
Music	Dr. (Ms) Rashmi Srivastava Dr. (Ms) Neetu Gupta Dr. Gautam Tiwari Dr. (Ms) Namita Bhatia	
Dance	Dr. (Ms) Neelu Sharma Ms. Pallavi Lakhchaura Ms. Farheen Ishtiaq	
Literary and General Awareness	Prof. (Ms) Renu Josan Dr. (Ms) Suman Sharma Dr. (Ms) Namasya Dr. (Ms) Nishith Gaur Dr. (Ms) Anita Dr. (Ms) Dayal Pyari Sinha Dr. Abhimanyu Dr. Suraj Prakash	Dr. (Ms) Sonal Singh Dr. (Ms) Bani Dayal Dhir Dr. (Ms) Shashi Srivastava Dr. (Ms) Meena Pydah Dr. (Ms) Lowleen Malhotra Prof. (Ms) V. Premlata Prof. (Ms.) Renu Joshan
Theatre	Dr. (Ms) Namita Bhatia Dr. (Ms) Dayal Pyari Sinha Ms. Geetika Gumber Dr. Achla Verma	
Fine Arts	Dr. (Ms) Meenakshi Thakur Dr. (Ms) Namita Tyagi Dr. (Ms) Sonika Mr. Vijaya Kumar Mr. Amit Kumar Johri Ms. Aparna Srivastava	

Faculty of Commerce

Cultural Coordinator: Prof. Shalini Dubey

Co-Coordinator: Dr. Suneshwar Prasad, Dr. Rachna Gupta

Activity	Members
Music	Dr. Anisha Satsangi Dr. Rachna Gupta
Dance	Dr. Rachna Gupta Ms. Surat kavia
Literary and General Awareness	Dr. Bhawna Johri Dr. Rakesh Kumar
Theatre	Prof. Swami Prasad Dr. Sanil Kumar Dr. (Ms) Bhawna Johri
Fine Arts	Dr. Suneshwar Prasad Dr. Rakesh Kumar

Faculty of Education

Cultural Coordinator: Dr. (Ms) Meenu Singh

Co-Coordinator: Dr. (Ms) Arti Singh

Activity	Members
Music & Dance	Dr. (Ms) Meenu Singh Dr. (Ms) Arti Singh Dr. Kalpana Gupta
Literary and General Awareness	Prof. Pahup Singh Tyagi Dr. R.L. Narayanasimha Ms. Pratima Singh Dr. Shweta Agrawal
Theatre	Ms. Pallavi Dubey Dr. (Ms) Meenu Singh Dr. Neha Jain
Fine Arts	Dr. (Ms) Kalpana Gupta Ms. Rinki Ms. Kanchan Ms. R. Jeyam

Faculty of Engineering

Cultural Coordinator: Dr. Manoj Dixit

Co-Coordinator: Mr. V. Srinath

Activity	Members
Music & Dance	Prof. D. Bhagwan Das Dr. K. Srinivas Mr. V. Prem Prakash Mr. Ram Chand Gupta Mr. G. P. Rana Mrs. Karishma Yadav

	Mrs Nivedita Sharma Ms. Priya Ashthana Dr. Achanta Charan Kumar Ms. Shaily Jain
Literary and General Awareness	Prof. R. S. Sharma Dr. G. S. S. Babu Mr. Anami Saran Mr. Kumar Ratnakar Dr. Ashok Yadav Mr. Amol Gupta Mr. Atul Suri Mr. Jinshad Mr. Ishant Singhal Mr. Faisal Mr. Devesh Jayswal Mr. K. Janardan Mr. Mohd. Shariq Ahmad Dr. Gurumukh Das Dr. Aditya Dr. Ankit Sahai Mr. Anurag Gupta Mr. Ram Chand Gupta Mr. Manoj Kumar
Theatre	Dr. G. S. S. Babu Mr. Manoj Kumar Mr. Ram Chand Gupta Mr. Jinshad Mr. Ishant Singhal Dr. Sachin Saxena Sh. V. Srinath
Fine Arts	Dr. Ashish Saini Dr. Ankit Sahai Dr. Shubho Upadhyay Mr. Pravindra S. Bhan Mr. Randeep Lohra Mr. Devesh Jaiswal Mr. K. Pritham

Faculty of Science

Cultural Coordinator: Dr. Sanjay Saini

Co-Coordinator: Prof. Sukhdev Roy

Activity	Members
Music	Prof. M.M. Srivastava Prof. Gur Saran

	Dr. Sanjay Saini Dr. Sanjay Yadav Dr. (Ms) C. Vasantha Laxmi Prof. (Ms) Shalini Srivastava Ms. Manisha Gupta
Dance	Prof. (Ms) Shalini Srivastava Dr. (Ms) C. Vasantha Laxmi Dr. (Ms) Priyanka Gautam Ms. Perna Garg Ms. Akella Vandana
Literary and General Awareness	Prof. (Ms) K.Maharaj Kumari Prof. Gur Saran Prof. Sukhdev Roy Prof. D. Prem Kumar Dr. (Ms) Sonali Bhatnagar Dr. (Ms) Shabad Preet Dr. (Ms) Sharmita Gupta Dr. (Ms) Lotika Singh Dr. Sanjay Saini Dr. (Ms) Preetvanti Singh Dr. Lalit Mohan Dr. R.S.Pavithra Dr. (Ms) Pushpa Sahni Dr. (Ms) Kavita Raizada
Theatre	Prof. Sahab Dass Prof. C. M. Markan Prof. (Ms) Alka Prakash Dr. Gur Mauj Saran Dr. Ashok Jangid Dr. (Ms) Reshma Bhatnagar Sh. Amarjeet Singh Chauhan Ms. Shubha Anand
Fine Arts	Prof. Sukhdev Roy Prof. D. Prem Kumar Prof. (Ms) Alka Prakash Prof. (Ms) Gunjan Agrawal Dr. (Ms) Antika Thapar Dr. (Ms) Pushpa Sahni Sh. Zeeshan Sh. M.C. Maharaj Kishore

Faculty of Social Sciences

Cultural Coordinator: Prof. Akshay Kumar Satsangi, Prof. Shalini Nigam

Co-Coordinator :Dr. Kavita Kumar

Activity	Members
Music & Dance	Prof. (Ms) Shalini Nigam Dr. Akshay Kumar Satsangi Dr. (Ms) Kavita Kumar Dr. (Ms) Jyoti Satsangi Dr. Reena
Literary and General Awareness	Dr. (Ms) Bandana Gaur Dr. Akshay Kumar Satsangi Dr. (Ms) Kavita Kumar Dr. (Ms) Rupali Satsangi Dr. (Ms) Anju Sharma Dr. (Ms) Resham Chopra Dr. Rajneesh Kumar Meena
Theatre	Prof. (Ms) Shalini Nigam Dr. Akshay Kumar Satsangi Dr. (Ms) Kavita Kumar Dr. (Ms) Sumita Srivastava Dr. Deepika Chauhan
Fine Arts	Dr. (Ms) Jyoti Satsangi Dr. (Ms) Archana Satsangi Dr. Deepika Chauhan Dr. Rupali Satsangi

Technical College

Cultural Coordinator: Dr. Mukesh Kumar

Co-Coordinator: Mr. C. Dayal Saran (Boys), Ms. Varsha Satsangi (Girls)

Activity	Members (Boys)	Members (Girls)
Music	Mr. G.P.Misra Mr. G.P.Hans	Ms. Binti Srivastava
Dance	Mr. P. Shiv Prasad Mr. Ravi Saini	Ms. Pushpa Arora
Literary and General Awareness	Mr. R.R. Singh Sh. Ravinder Kr. Singh Mr. Kapil Kumar Mr. P. Chinnaswami	Ms. Arti Nayyar Ms. Chhavi Gupta Ms. Rubina Saxena
Theatre	Dr. A.K. Sharma Mr. Shabd Prakash Mr. Shiv Prasad Yadav Mr. Banty Kumar	Ms. Meenu Jagga Ms. Deventri Saini
Fine Arts	Dr. Purshottam Kumar Dr. Naveen Dev Mr. Gur Saran Sandhu	Ms. Sant Pyari Kumar Ms. Tuhina Singh Ms. Radhika Seth

**COMMITTEES FOR ORGANIZING
CULTURAL, LITERARY, AND FINE ARTS COMPETITIONS AT INTER-FACULTY LEVEL**

S.N.	Events	Conveners & Members
INDIAN MUSIC		
	Vocal	Prof. Ravi Bhatnagar - Convener Prof. (Ms) Sudha Sahgal Dr. (Ms) Rashmi Srivastava Dr. (Ms) Neetu Gupta Dr. Gautam Tiwari Dr. Shivendra Pratap Tripathi
1	Classical Vocal Solo Hindustani (Carnatic)	
2	Light Vocal (Indian)	
3	Group Song (Indian)	
	Instrumental	
4	Classical Instrumental Solo (Percussion)	
5	Classical Instrumental Solo (Non- Percussion)	
6	Folk Orchestra	
WESTERN MUSIC		
	Vocal	Dr. Ankur Das - Convener
7	Western Vocal Solo	Dr. Aditya (Engineering)
8	Western Vocal (Group song)	Dr. Sanjay Saini Mr. Anand Sinha
DANCE		
9	Folk/Tribal Dance (Group)	Dr. (Ms) Neelu Sharma - Convener Dr. Shivendra Pratap Tripathi
10	Classical Dance	Dr. (Ms) Rashmi Srivastava Dr. (Ms) Reema Johri Ms Poonam Sinha
LITERARY ACTIVITIES		
Advisors: Prof. C. Patvardhan, Prof. J.K. Verma, Prof. (Ms) Agam Kulshrestha		
	General Awareness	
11	G.K. Quiz	Prof. Sukhdev Roy - Convener
12	Dumb Charades	Prof. (Ms) K. Maharaj Kumari Dr. (Ms) Sumita Srivastava Prof. (Ms) V. Prem Lata Dr. (Ms) Anjana Verma
	Literary Events	
13	Elocution (Hindi/English)	Hindi Prof. (Ms) Sharmila Saxena - Convener
14	Debate (Hindi/English)	Dr. Prem Shanker Singh
15	Essay Writing (Hindi/English)	Dr. (Ms) Suman Sharma Prof. (Ms) Kamlesh Kumari Ravi
16	Satirical Writing (Hindi/English/Sanskrit)	Dr. Suraj Prakash Dr. (Ms) Namasya
17	Translation (English-	Dr. (Ms) Dayal Pyari Sinha

	Sanskrit/Sanskrit-English)	Dr. Brijraj Singh Dr. Ranjana Pandey
18	Theatrical Script Writing (H/E)	English Prof. (Ms) Renu Josan - Convener
19	Poetry Recitation-Self composed (Hindi/English/Sanskrit)	Prof. (Ms) Gur Pyari Jandial Prof. (Ms) V. Prem Lata Dr. (Ms) Sonal Singh
20	Crazy Ideas (Hindi/English)	Dr. (Ms) Shashi Srivastava Dr. (Ms) Bani Dayal Dhir
21	Sudoku	Dr. (Ms) Lowleen Malhotra
22	Antakshari (Hindi/English/Sanskrit)	Dr. (Ms) Meena Pydah Dr. (Ms) Namita Bhatia Sanskrit Prof. Agam Kulshreshtha – Convener Dr. (Ms) Anita Dr. (Ms) Nishith Gaur Dr. Abhimanyu Dr. Rubina Saxena Dr. Shobha Bhardwaj Dr. Indu Sharma
THEATRE		
23	One Act Play (Hindi)	Prof. (Ms)Sharmila Saxena - Convener (Hindi)
24	Skit (Hindi/English)	Dr. Suraj Prakash
25	Mime	Dr. (Ms) Dayal Pyari Sinha
26	Mimicry	Dr. Brijraj Singh
27	Fancy Dress	Dr. Prem Shankar Singh
28	One Act Play (English)	Prof. Akshay Satsangi Prof. (Ms) Gur Pyari Jandial - Convener (English) Prof. (Ms) Renu Josan Dr. (Ms) Sona Dixit
FINE ARTS		
29	On the Spot Painting	Prof. Ashwini Kumar Sharma - Convener
30	Collage	Dr. (Ms) Meenakshi Thakur
31	Poster Making	Dr. (Ms) Namita Tyagi
32	Clay Modeling	Mr. Vijaya Kumar
33	Cartooning	Dr. (Ms)Sonika
34	Rangoli	Dr. (Ms) Lucky Tonk
PHOTOGRAPHY		
35	Spot Photography	Mr. Amit Kumar Johri – Convener Mr. Ram Singh Mr. Manish Kumar
DEVOTIONAL MUSIC		
36	Bhakti Sangeet	Prof. (Ms.) Sudha Sahgal - Convener Prof. Ravi Bhatnagar Prof. (Ms)Neelu Sharma Dr. (Ms) Rashmi Srivastava

		Dr. (Ms)Neetu Gupta Dr. Gautam Tiwari
CONTESTS AT INTER-INSTITUTE LEVEL ON 'VALUES & QUALITY IN EDUCATION'		
37.	Poster & Cartooning	Prof. Sanjay Bhushan – Convener
38.	Devotional Song (Bhakti-Sangeet)	Prof. (Ms) Ragini Roy Prof. Ashvini Kumar Sharma
39.	Elocution (Hindi/English)	Prof. Ravi Bhatnagar Prof. Sudha Sahgal Prof. (Ms) Renu Josan Dr. Prem Shanker Singh Dr. Deepika Chauhan Dr. Parvinder Kumar

YOUTH FESTIVAL	
Selection and Preparation of Team	Prof. D.G. Rao-Convener Prof. Ravi Kumar Bhatnagar Prof. (Ms) Ragini Roy Prof. (Ms) Neelu Sharma Dr. Sanjay Saini Dr. Ankur Das Dr. (Ms) Seema Kashyap Dr. (Ms) Kavita Kumar Dr. (Ms) Sona Dixit Sh. Vijay Kumar

GREEN ROOM COMMITTEE	
Green Room upkeep & maintenance of stock	Prof. Shalini Nigam & Team

TEAM FOR YOUTH PARLIAMENT (2019-20)

Advisory Committee	Prof. S.K. Chauhan, Prof. J.K. Verma, Prof. Pravin Saxena
Coordinator	Dr. Amit Gautam, Faculty of Education
Faculty/ College	Members
Arts	Dr. BrijrajSingh, Dr. Lowleen Malhotra, Dr. Nitish Gaur, Mr. Vijay Kumar, Dr. Sonal Singh, Dr. Abhimanyu, Dr. Namasya, Dr. Namita Bhatia, Dr. Shashi Srivastava
Commerce	Dr. Sanil Kumar, Dr. Rakesh Kumar, Dr. Bhavna Johri,

	Dr. Rachana Gupta
Education	Prof. Nandita Satsangi, Dr. Meenu Singh, Dr. Pratima Singh, Mr. Bajrang Bhushan, Dr. Parul Khanna, Dr. Anjana Verma, Dr. Neha Jain
Engineering	Dr. Anurag Gupta, Dr. V Prem Prakash, Mr. Pritam Satsangi, Mr. Atul Suri
Science	Dr. Sanjay Yadav, Dr. Sudheer Verma, Dr. Lalit Mohan, Dr. Arun Sikarwar, Dr. Sumita Dahiya, Dr. Sharmita Gupta, Dr. Manju Srivastava
Social Sciences	Dr. Rupali Satsangi, Dr. Ishwar Sahay, Dr. Vinod Khobragade, Dr. Pravinder Kumar, Dr. Deepika Chauhan
Technical College	Mr. Mayank Agarwal, Dr. Mukesh Kumar, Dr. Purushottam Kumar

GAMES & SPORTS

ADVISORY COMMITTEE FOR ORGANISING SPORTS

Name	Faculty/College	Designation
Mr. Rajan Bedi	Games & Sports	Coach & Organising Secretary
Men Section		
Dr. Sanjay Saini	Science	Sports Coordinator
Mr. Mayank Agrawal	Technical College	Member
Dr. Parvinder Singh	Social Sciences	Member
Women Section		
Dr. Bhawna Johri	Commerce	Sports Coordinator
Dr. Meenakshi Thankur	Arts	Member
Ms. Jyotika Kharbanda	Education	Member

GAMES & SPORTS INCHARGES IN FACULTIES/ COLLEGES

Name	Faculty/College	Boys/ Girls
FOOTBALL		
Dr. (Ms) Rashmi Srivastava	Arts	Girls
Ms. Sonali Johri	Arts	Girls
Prof. Swami Prasad Saxena	Commerce	Boys
Dr. (Ms) Shalini Dubey	Commerce	Girls
Mr. Umesh Sone	Education	Boys
Dr. Preeti Saini	Education	Girls
Sh. G.P. Rana	Engineering	Boys

Sh. Robbin Dwivedi Dr. (Ms)Richa Bansal Ms. Apeksha Jain	Architecture Engineering Architecture	Boys Girls Girls
Dr. Ashok Jangid Sh Anshul Pundhir Dr. (Ms) Amla Chopra Ms. Khushboo Dixit	Science Science Science Science	Boys Boys Girls Girls
Dr. Parvindra Kumar Dr. Rajneesh Kumar Meena Dr. (Ms) Sunita Malhotra	Soc. Sciences Soc. Sciences Soc. Sciences	Boys Boys Girls
Mr. Maharaj Tyagi Ms. Madhuri Mehta	Tech. College Tech. College	Boys Girls
TENNIS/TABLE TENNIS		
Dr. Gautam Tiwari Sh. Sanjog Singh	Arts Arts	Girls Girls
Prof. L.N. Koli Prof. (Ms) Nidhi Sharma	Commerce Commerce	Boys Girls
Dr. Chhavi Lal Dr. Kalpana Gupta	Education Education	Boys Girls
Sh. Randeep Lohra Sh. Jitendra Singh Diwakar Dr. (Ms)Shashi Srivastava Ms. Apeksha Jain	Engineering Architecture Engineering Architecture	Boys Boys Girls Girls
Prof. Sant Prakash Sh. Hardik Chaddha Dr. (Ms) Priyanka Gautam Dr. Aparna Satsangi	Science Science Science Science	Boys Boys Girls Girls
Mr. Abhinav Pandey Dr. (Ms) Archana Satsangi	Soc. Sciences Soc. Sciences	Boys Girls
Mr.Surjan Singh Ms. Pushpa Arora	Tech. College Tech. College	Boys Girls
KHO-KHO		
Dr. (Ms) Namita Bhatia Dr. (Ms) Lowleen Malhotra	Arts Arts	Girls Girls
Dr. Suneshwar Prasad Dr. (Ms) Anisha Satsangi	Commerce Commerce	Boys Girls
Dr. M.K.Gautam Dr. Parul Khanna	Education Education	Boys Girls
Dr. Ashish Saini Sh. Pawan Singh Dr. Manju Srivastava Ms. Apeksha Jain	Engineering Architecture Engineering Architecture	Boys Boys Girls Girls
Dr. Lalit Mohan Dr. Akhilesh Kumar Dr. (Ms) Radhika Singh Dr. Aparna Satsangi	Science Science Science Science	Boys Boys Girls Girls
Dr. Arvind Kumar Banger Dr. (Ms)Priyanka Singh Dr. Rachna Yadav	Soc. Sciences Soc. Sciences Soc. Sciences	Boys Girls Girls
Mr. Bhuvnesh Singhal Dr. (Ms) Mahima Kapoor	Tech. College Tech. College	Boys Girls

HOCKEY		
Dr. Abhimanyu	Arts	Girls
Dr. Charul Choudhary	Arts	Girls
Prof. V.K. Gangal	Commerce	Boys
Dr. (Ms) Shalini Dubey	Commerce	Girls
Mr. T.K. Rao	Education	Boys
Dr. (Ms) Neetu Singh	Education	Girls
Dr. G.S. Sailesh Babu	Engineering	Boys
Dr. Dayal Pyari Sinha	Engineering	Girls
Dr. Sanjay Saini	Science	Boys
Dr. (Ms) K. Soami Daya	Science	Girls
Dr. Rohit Rajvanshi	Soc. Sciences	Boys
Dr. (Ms) Preet Kumari	Soc. Sciences	Girls
Dr. A.K. Sharma	Tech. College	Boys
Ms. Renu Parmar	Tech. College	Girls
Ms. Madhuri Mehta	Tech. College	Girls
CRICKET		
Dr. Prem Shankar Singh	Arts	Girls
Dr. Brijraj Kumar Singh	Arts	Girls
Dr. Sanil Kumar	Commerce	Boys
Dr. (Ms) Bhawna Johri	Commerce	Girls
Mr. Umesh Sone	Education	Boys
Dr. (Ms) Kalpana Gupta	Education	Girls
Mr. Kumar Ratnakar	Engineering	Boys
Dr. Rajiv Kumar Chauhan	Engineering	Boys
Dr. (Ms) Saumya Sinha	Engineering	Girls
Ms. Shaily Jain	Engineering	Girls
Dr. Agam P. Tyagi	Science	Boys
Dr. Akbar Ali	Science	Boys
Dr. (Ms) Richa Bansal	Science	Girls
Dr. Nazia Siddiqui	Science	Girls
Dr. Parvinder Kumar	Soc. Sciences	Boys
Mr. Rajneesh Kr. Meena	Soc. Sciences	Boys
Dr. (Ms) Anjali Seth	Soc. Sciences	Girls
Dr. Naveen Dev	Tech. College	Boys
Ms. Deventri Saini	Tech. College	Girls
VOLLEYBALL		
Dr. Suraj Prakash	Arts	Girls
Prof. L.N. Koli	Commerce	Boys
Dr. (Ms) Rachna Gupta	Commerce	Girls
Mr. Umesh Sone	Education	Boys
Mrs. R.Jeyam	Education	Girls
Shri Anurag Gupta	Engineering	Boys
Prof. (Ms) Gur Pyari Jandial	Engineering	Girls
Dr. Shambhu Sharma	Science	Boys
Dr. (Ms) Soumya Sinha	Science	Girls
Prof. Sanjeev Bhatnagar	Soc. Sciences	Boys
Dr. (Ms) Anju Sharma	Soc. Sciences	Girls
Mr. G.P. Hans	Tech. College	Boys
Ms. Meenu Jagga	Tech. College	Girls

BASKETBALL		
Dr. (Ms) Dayal Pyari Dr. Shobha Bharadwaj	Arts Arts	Girls Girls
Dr. P.D. Saini Dr. (Ms) Anisha Satsangi	Commerce Commerce	Boys Girls
Mr. Bajrang Bhushan Ms. Mugdha Sharma Dr. Shweta Agarwal	Education Education Education	Boys Girls Girls
Dr. Gurumukh Das Dr. Subho Upadhyay Dr. Nazia Siddiqui Dr. Manju Srivastava	Engineering Engineering Engineering Engineering	Boys Boys Girls Girls
Dr. R S Pavithr Dr. P.S. Tirumalai Dr. (Ms) Amla Chopra Dr. Aparna Satsangi	Science Science Science Science	Boys Boys Girls Girls
Mr. Arvind Bangar Dr. (Ms) Sumita Srivastava Dr. Deepika Chauhan	Soc. Sciences Soc. Sciences Soc. Sciences	Boys Girls Girls
Mr. Puroshottam Kumar Ms. Radhika Seth	Tech. College Tech. College	Boys Girls
BADMINTON		
Dr. Shivendra Pratap Tripathi Dr. Ranjana Pandey	Arts Arts	Girls Girls
Dr. Suneshwar Prasad Dr. Bhawna Johri	Commerce Commerce	Boys Girls
Dr. Mukesh Gautam Dr. (Ms) Shweta Agrawal Dr. Anjana Verma	Education Education Education	Boys Girls Girls
Dr. R. Swarup Sharma Dr. (Ms) Dharna Satsangi	Engineering Engineering	Boys Girls
Dr. P S Sudhish Dr. Akhilesh Kumar Dr. (Ms) Sushma Mishra Dr. Manju Srivastava	Science Science Science Science	Boys Boys Girls Girls
Mr. Gopal Krishan Parihar Dr. Subodh Upadhyay Dr. (Ms) Kavita Kumar Ms. Monika Tiwari	Soc. Sciences Soc. Sciences Soc. Sciences Soc. Sciences	Boys Boys Girls Girls
Mr. Ravinder Kumar Singh Dr. (Ms) Arti Saxena	Tech. College Tech. College	Boys Girls
CHESS		
Dr. (Ms) Namasya	Arts	Girls
Prof. (Ms) Nidhi Sharma Dr. Rakesh Kumar	Commerce Commerce	Girls Boys
Mr. T.K. Rao Dr. Neha Jain Dr. Neetu Singh	Education Education Education	Boys Girls Girls
Dr. Ankit Sahai	Engineering	Boys

Ms. Karishma Yadav	Engineering	Girls
Dr. (Ms) Radhika Singh	Science	Girls
Dr. Ashok Jangid	Science	Boys
Ms. Jaspreet Kaur	Social Science	Girls
Dr. Rajneesh K. Meena	Social Science	Boys
Dr. Arti Saxena	Technical College	Girls
Mr. A. Dheeraj	Technical College	Boys
ATHLETICS (SPORTS)		
Dr. (Ms) Rashmi Srivastava	Arts	Girls
Dr. (Ms) Richa Verma	Arts	Girls
Dr. Karuna Singh Chauhan	Arts	Girls
Prof. P.D. Saini	Commerce	Boys
Dr. (Ms) Anisha Satsangi	Commerce	Girls
Dr. Amit Gautam	Education	Boys
Mr. Bajrang Bhushan	Education	Boys
Dr. Chetan Pyari	Education	Girls
Ms. Usha	Education	Girls
Mr. Gaurav P. Rana	Engineering	Boys
Mr. Anami Saran	Engineering	Boys
Mr. Kumar Ratnakar	Engineering	Boys
Mr. Atul Suri	Engineering	Girls
Dr. A. P. Tyagi	Science	Boys
Dr. Sandeep Paul	Science	Boys
Dr Akbar Ali	Science	Boys
Dr. Prem Saran Tirumali	Science	Boys
Dr. (Ms) Sharmita Gupta	Science	Girls
Dr (Ms) Kamal Srivastava	Science	Girls
Dr (Ms) Manju Srivastava	Science	Girls
Dr. Parvindra Kumar	Soc. Sciences	Boys
Dr. Jyoti Satsangi	Soc. Sciences	Girls
Mr. Himanshu Atwal	Tech. College	Boys
Ms. Madhuri Mehta	Tech. College	Girls
MARCH PAST		
Dr. (Ms) Nishith Gaur	Arts	Girls
Dr. (Ms.) Ranjana Pandey	Arts	Girls
Dr. Suraj Prakash	Arts	Girls
Ms. Garima Yadav	Arts	Girls
Prof. P.D. Saini	Commerce	Boys
Dr. (Ms) Anisha Satsangi	Commerce	Girls
Dr. Anjana Verma	Education	Girls
Ms. Neetu Singh	Education	Girls
Dr. Amit Gautam	Education	Boys
Dr. Chhavi Lal	Education	Boys
Mr. Ram Chand Gupta	Engineering	Boys
Mr. Anurag Gupta	Engineering	Boys
Ms. Karishma Yadav	Engineering	Girls
Dr. Nazia Siddiqui	Engineering	Girls
Dr. S.K. Soni	Science	Boys

Dr. Vijay Kumar Dalal Dr. (Ms) Sonali Bhatnagar Ms. Rashmi Rajput	Science Science Science	Boys Girls Girls
Mr. Abhinav Pandey Dr. Vinod Khobragade Ms. Jyoti Satsangi Dr. Jaspreet Kaur Ms. Deepika Chauhan	Soc. Sciences Soc. Sciences Soc. Sciences Soc. Sciences Soc. Sciences	Boys Boys Girls Girls Girls
Mr. Manish Kumar Ms. Madhuri Mehta	Tech. College Tech. College	Boys Girls
BAND		
Prof. M.M. Srivastava Sh. Bhopal Singh Mr. Rajan Bedi	Science Science Games & Sports Off.	Boys & Girls

CORE COURSES

With the purpose of overall development of the students and to inculcate human values in them, the following compulsory core courses are offered in different semesters:

1. **Cultural Education:** It gives pride in the national ethos so that one may not lose one's moorings.
2. **Comparative Study of Religions:** Concepts of Hinduism, Buddhism, Jainism, Judaism, Christianity, Islam, the Sant Mat and Modern Religious Movements are introduced to students so as to inculcate in them an attitude of tolerance and a sense of national integration besides inculcating moral and spiritual values.
3. **Scientific Methodology, General Knowledge and Current Affairs:** It nurtures a scientific temper among students and makes them aware of the contemporary developments.
4. **Rural Development:** Study of rural society and economy has been introduced to foster a fuller understanding of the rural life with a view to appreciate properly the polity and the economy of our country and the social forces at work.
5. **Agricultural Operations:** It develops a sense of humility and dignity of labour and appreciation for the hard work farmers undertake.
6. **Social Service:** It is offered to engender the spirit of brotherhood of man and to facilitate the establishment of casteless and classless society. The following Programmes are included under social service:

Deans of ICT Centres

State	Centre	Dean
Bihar	Murar	Prof. J.K. Verma
Delhi	Soami Nagar	Prof. Gur Saran
Karnataka	Bangalore	Prof. C. Patvardhan

Madhya Pradesh	Rajaborari	Prof. Rahul Caprihan
Punjab	Amritsar	Dr. Vijay Caprihan
Tamil Nadu	Melathiruvankatanathpuram	Prof. C. Patvardhan

Deans of Committees

Committee	Dean
Planning & Monitoring Board	Prof. K. Soami Daya
Non-University Educational Institutions	Dr. Sona Ahuja
Student Affairs	Prof. K. Santi Swarup

CORE COURSES ADVISORY COMMITTEE

Name	Faculty/College	Designation
Prof. (Ms) Agam Kulshrestha	Arts	Coordinator
Prof. Emeritus Arun Kumar Sinha	Science	Coordinator
Prof. Emeritus D.S. Mishra	Engineering	Member
Prof. Bandana Gaur	Soc. Sciences	Member
Prof. Emeritus (Ms) Prem Kali Sharma	Arts	Member
Prof. Emeritus (Ms) Meera Sharma	Arts	Member
Prof. Emeritus Ranjit Singh	Engineering	Member
Prof. J.N. Srivastava	Science	Member
Prof. V.K. Gangal	Commerce	Member
Prof. G.P. Satsangi	Science	Member
Mr. Rajan Bedi	Games & Sports	Member

INCHARGES FOR ATTENDANCE AND RESULTS: CORE COURSES

Faculty/ College	CEC/CRC	General Knowledge	Agricultural Operations	Rural Development/ Social Service
Arts	Prof. (Ms) Agam Kulsheshta Dr. (Ms) Nishith Gaur Prof. Sudha Sahgal	Dr. Abhimanyu (I & II Sem.) Prof. (Ms) Agam Kulshrestha	Dr. (Ms) Rashmi Srivastava	Dr. P.S. Singh Dr. (Ms) Suman Sharma Dr. S.P. Tripathi Dr. Gautam Tiwari Mr. Vijay Kumar
Technical College	Prof. (Ms) Agam Kulsheshta Dr. (Ms) Nishith Gaur Prof. Sudha Sahgal	Mr. Surjan Singh (V & VI Sem.) Mrs. V. Mathur	Mr. G.P. Misra Dr. J.K. Arora Mrs. Meenu Jagga	Dr. A.K. Sharma Mr. Shabd Prakash Mr. Shubham Satsangi

NATIONAL SERVICE SCHEME (NSS)

This Institute has been pioneer in implementing the scheme since its inception in U.P. Social service is an integral component (under Rural Development) of DEI's programme of innovative and comprehensive undergraduate education, which combines academic excellence with social relevance. Ambience of an active, disciplined, socially sensitive and co-operative community life and work ethic at Dayalbagh with its multi-faceted infrastructure of agriculture, education and industry, provide the basic thrust for social work in surrounding villages.

INCHARGES FOR NSS IN FACULTIES

Name	Faculty	Designation
Dr. Saurabh Mani	Commerce	Program Co-ordinator
Dr. Brijraj Singh	Arts	Program Officer
Dr. Gautam Tiwari		Program Officer
Dr. Ranjana Pandey		Program Officer
Dr. Nishith Gaur		Program Officer
Dr. Lowleen Malhotra		Program Officer
Shri Vijay Kumar		Program Officer
Dr. Anisha Satsangi	Commerce	Program Officer
Dr. Suneshwer Prasad		Program Officer
Dr. Rakeah Kumar		Program Officer
Dr. Rajat Setia	Engineering	Program Officer
Mr. Amol Gupta		Program Officer
Mr. Manoj Kumar		Program Officer
Mr. Anami Saran		Program Officer
Mr. Atul Suri		Program Officer
Dr. Shubho Upadhyay		Program Officer
Mr. Gaurav Pratap Rana		Program Officer
Ms. Karishma Yadav		Program Officer
Dr. (Ms) Soumya Sinha	Science	Program Officer
Dr. Sushma Mishra		Program Officer
Dr. Ranjeet Kumar		Program Officer
Dr. Ashok Jangid		Program Officer
Dr. Arun Pratap Sikarwar		Program Officer
Dr. Parvindra Kumar	Social Science	Program Officer
Dr. Sunita Malhotra		Program Officer
Dr. Anjali Seth		Program Officer

Medical Camp

In June 2010 DEI University as a part of its community service activity initiated organization of Multi-specialty medical camps through its NSS wing in collaboration with Dayalbagh Saran Ashram Hospital and paramedical staff. Since then these Multi-specialty Medical Camps are being organized on every Sunday all through the year. These camps are being held in the vicinity of the adopted villages from morning 7:00am to 10:00am. One day before the medical camp a team of volunteers with staff goes to the adopted villages for canvassing and distribution of pamphlets. The pamphlets provide detailed information about the medical camp, its venue, time and the available medical facilities which would be available. Information about the camp is also given to all the concerned local authorities of Agra.

Unnat Bharat

DEI is a leading participating institution of Government of India's Unnat Bharat Abhiyan which is inspired by the vision of transformational change in rural development processes by leveraging knowledge institutions to help build the architecture of an Inclusive India.

Waste Management @ DEI

Minimalism, simple living and optimal utilization of resources are among the core values of the Institute and the neighbourhood community. The campus is provided with a complete set of Garbage bins for wet and dry waste. The collection of garbage from these is done on daily basis. Wet waste and biomass are used for composting whereas paper waste, tetra packs, cotton fabrics are recycled through the paper recycling unit. A 150 cbm biogas plant is installed in dairy campus for production of biogas using Cow Dung which is easily available from the community dairy farm. The biogas is then used to generate electricity for lighting and heating applications in Gowshala. Its overall objectives are to make **DEI Zero Waste, Generate Wealth from Waste and Generate Biofuels from Waste.**

AYUSH (Ayurveda, Yoga & Naturopathy, Unani, Siddha And Homeopathy)

The DEI Faculty of Integrated Medicine (AYUSH), Homoeopathy Medical College & Hospital offers under graduate course in Homoeopathy, Bachelor of Homoeopathic Medicine and Surgery (BHMS).

Architecture

The Diploma in Architecture Assistantship is an AICTE approved three year Diploma course dealing with the construction and designing of buildings. The courses deal with our relationship to space, form and the environment in a broad sense. Emphasis is on human factors, scale, materials and structures. The courses address professional

design problems of a modern scope, which progresses from abstract concepts to analysis through to problem-solving.

MOOCs (Massive Open Online Courses) and NPTEL (National Programme on Technology Enhanced Learning) Courses (SWAYAM):

These courses are offered through SWAYAM (Study Webs of Active Learning for Young Aspiring Minds) platform by the Department of Drawing & Painting at DEI in accordance with the norms specified of the UGC. The courses hosted on SWAYAM are in 4 quadrants – (1) video lecture, (2) specially prepared reading material that can be downloaded/printed (3) self-assessment tests through tests and quizzes and (4) an online discussion forum for clearing the doubts.

Steps have been taken to enrich the learning experience by using audio-video and multi-media and state of the art pedagogy / technology. Courses delivered through SWAYAM are available free of cost to the learners, however learners wanting a SWAYAM certificate should register for the final proctored exams that come at a fee and attend in-person at designated centres on specified dates.

Quantum Jugaad

A display-cum-selling counter, DEI Quantum Jugaad, has opened in the Institute to sell the products produced under the banner of ATMA (Apparel & Toys Manufacturing Association) and AdyNam (Agriculture & Dairy Nano Processing of Multi-Products) initiative. Various clothing articles including DEI Uniform and different processed and preserved food items are being regularly being sold at the counter. A Canteen is also being run by the department's students. It provides nutritious delicacies to the students of DEI on daily basis at affordable prices at Jugaad outlet.

INCHARGES FOR SCOUTING AND GUIDING

Name	Faculty	Designation
Prof. (Ms) Gurpyari Satsangi	Education	Coordinator
Prof. P.S. Tyagi	Education	Co- coordinator
Dr. (Ms) Arti Singh	Education	Co-coordinator

EXAMINATION AND EVALUATION

FACULTY/COLLEGE EXAMINATION COMMITTEES

Faculty	Committee Members
Arts	Prof. (Ms) Gur Pyari Jandial Dr. (Ms) Namita Tyagi Dr. (Ms) Dayal Pyari Sinha Dr. (Ms) Charu Swami
Commerce	Prof. Nidhi Sharma Dr. Sanil Kumar Dr. Bhawna Johri
Education	Prof. A.K. Kulshrestha Dr. (Ms) Meenu Singh

	Ms. Pratima Singh Mr. Bajrang Bhushan Ms. Neetu Singh	
Engineering	Prof. S. K. Srivastava Dr. Gurmukh Das Dr. Ashok Yadav Mr. Jinshad Mr. Devesh Jaysawal Mr. Bhupesh Kant	
Science	Prof. (Ms) K. Maharaj Kumari Dr. (Ms) Anita Lakhani Dr. (Ms) Sharmita Gupta Dr. Lalit Mohan	Dr. (Ms) Antika Thapar Mr. Vijay Dev Mr. Shailendra Kumar
Soc. Sciences	Dr. Beerpal - Incharge Dr. Ishwar Swaroop Sahai Mr. Gopal Parihar	Dr. Priyanka Singh Dr. Preet Kumari Dr. Rohit Rajwanshi
Technical College (Boys) (Girls)	Mr. Bhuvnesh Singhal Mr. Gur Saran Sandhu Mr. A. Dheeraj Mr. Himanshu Atwal Ms. D. Swanti Mrs. Vineeta Mathur Ms. Madhuri Mehta Ms. S. Saxena	

PERIODIC TESTS & END-SEMESTER EXAMINATIONS

INSTRUCTIONS TO STUDENTS

1. There is no substitute for sustained hard work and taking all the tests/end-semester examinations seriously and honestly.
2. Ensure that you do not enter the examination room/hall with any unwanted material like books, pages from books, notes, scripts, anything written on any part of your body or clothes/instrument box/calculator/admission card/identity card, old question paper etc., knowingly or unknowingly.
3. Before the start of any examination, you should, in your own interest, check your desk to see that nothing is written on it nor does it contain any papers inside it and your immediate surroundings are clean.
4. Do not write anything on the answer book except the essential entries on the cover page before the supply of the paper, in any case. This would be a very serious offence and would be treated just like any other case of using unfair

means. Writing anything on the question paper, except your roll number, is equally a serious offence.

5. Before starting to write their answers, students should also ensure that answer books are not tampered with in any way, whatsoever. In case any tampering is noticed by them, it should be immediately brought to the notice of the concerned invigilator. Students should especially check that the alignment of the holed punch mark on each page in answer book is not disturbed, the stapling/binding of pages is not tampered with and that the total pages in the answer book are in accordance with the indicated number on the answer book. If later on, any answer book is found tampered with in any manner whatsoever, the student will be held responsible for it.
6. Enter the examination room/hall at least 10 minutes before the starting time so that there is no rush and you do not carry anything unwanted inadvertently for which you may be punished just because you were in a hurry and could not take the necessary precautions. You will have to pay dearly.
7. No one will be allowed to take the examination if he/ she comes later than 15 to 30 minutes from the start of the Class test/ End Semester Examination, respectively. However, in such cases the finishing time will remain as per schedule and no extra time will be given in any case to anyone.
8. Talking to other students during the examination amounts to use of unfair means.
9. Bring all the possible and permissible items of use like pen, pencil, scale, eraser, coloured pencil/pen, non-programmable calculator (unless not allowed) etc. yourself as borrowing them from others during the examination will not be permitted.
10. **Carry the identity card with you during the examination positively. In the absence of an identity card, a PDF printout of the CMS generated registration form filed up by you at the beginning of the semester must be shown.**
11. Show due respect to all the invigilators and the members of the Flying Squad, irrespective of whether they are your direct teachers or not. Misbehaviour with the invigilators/members of the Flying Squad will be considered as a serious offence.
12. Put your roll number on the right hand top corner of the front page of your question paper before you start answering the question paper and also check that the question paper contains all the questions so that remedial action may be taken, failing which nothing will be done later.
13. If you are found using unfair means, defending the wrong action by telling lies or misbehaving will aggravate the guilt and increase the punishment. Refusing to make a statement or to sign relevant documents will also go against you.
14. The marks obtained in the continuous assessment can be questioned by a student only within ten days of their display on the notice board of the respective faculty/college and beyond that date the marksheet signed by the

course teacher, Head of the department and the Dean/Principal concerned shall be the conclusive proof of the marks obtained by the student and, thereafter, the marks so obtained shall not be subject to any revision/scrutiny, whatsoever. If marks are not displayed for any reason whatsoever, till six days before the semester break, students should complain in writing to the Assistant Registrar (Academic)/Director of the Institute. Finally, they should leave the Institute only after they have seen the displayed award lists.

15. Scrutiny of the awards obtained in written and/or practical end-semester examinations may be conducted on an application made not later than one month after the declaration of the results, and on payment of scheduled fee in the Institute.
16. DHAs and CAs: At DEI both the DHA (Daily Home Assignment) and the CA (Class Assignment) have been implemented with the aim to offer students a chance to improve their overall performance on an on-going. The CA is a weekly quiz which tests the students on the topics covered in class during that week, which have already been explored and understood in the DHAs done during that week. DHA's are quiz-type or short answer type whereas CA's can be objective or subjective type or mix of both.

CRITERIA FOR AWARD OF ATTENDANCE MARKS

Attendance Percentage	Theory Courses	Practical Courses
	Max. Marks: 10	Max. Marks: 20
Below 65%	Zero	Zero
65% to below 75%	2	4
75% to below 85%	4	8
85% to below 90%	6	12
90% to below 95%	8	16
95% and above	10	20

LATE REGISTRATION DUE TO REMEDIAL EXAMINATION

Attendance of those candidates who take remedial examination will be counted from the day they register for courses or up to one week from the date of declaration of remedial examination result, whichever is earlier.

RELAXATION IN ATTENDANCE REQUIREMENTS DURING THE PERIOD OF ILLNESS

The period of illness of a student, resulting in his/her absence from classes will not be considered for the purpose of calculation of the attendance percentage in classes unless he/she fulfils the following conditions:

- If the Institute has received information regarding his/her illness within a week of commencement of illness.
- If the period of illness is two or more weeks but not more than half a semester at a stretch.

- If the student has not availed condoning of attendance period earlier in the same semester on account of his/her illness.
- If the student has registered an attendance of more than 90% during the semester, excluding the concerned period of absence from the Institute on account of illness.

However, it is also stated that if a student is absent in a semester on account of illness for a continuous period of more than half a semester then the student concerned will have to withdraw from that semester/session.

GRADING METHODOLOGY

In order to offer a level playing field to students across different programmes, the grading system is used to evaluate individual performance. Based on their academic performance, students are graded on a 11-point scale. Further, it is ensured that a student is not in position of loss because of the grading methodology.

In order to arrive upon the lower cut-point of various grades, the median of the scores of a course is computed, ensuring that 50% of the students of the class are above the mark and 50% are below. A histogram is normally drawn to fix the grades. A natural gap/through generally lies between any two consecutive grades. The lower cut-point of “A” grade is normally not fixed below 80% marks. “D-” is the grade for just pass and is normally awarded for scores around 30% and above.

For UG Courses, the median should preferably lie between “B-“ and “C” and 10-20% students should lie in “A” and “A-“ for a large class while for a normal class, majority of the students should lie in the range “B” to “C-“.

For PG Courses, grades should normally lie between “A” to “C- “and grades “D” to “F” are given for poor or very poor performance.

For Laboratory Courses, grading may be restricted between “A” to “C-“ with grades “D” to “F” being awarded only in case of poor and very poor performance.

For a batch of students that performs badly there may be lesser number of “A’s”, conversely there may be more if the batch performs exceptionally well.

If separate sections of a course are evaluated by separate teachers, normalization of marks may be done and then grading may be done for the entire set.

The lower cut-points of grades are displayed or notified only after they have been vetted by the Department-level Moderation Committee and the Institute-level Moderation Committee and are final and binding on all.

RECOGNITION OF ACADEMIC MERIT

The Institute awards several medals for achieving distinction in academics. Director’s medals are awarded for securing highest marks in High School, Intermediate,

Technical Diploma and P.G. Diploma, and various undergraduate and post-graduate examinations. Director's Medals are also awarded for securing highest marks in Cultural Education and Comparative Study of Religions to students of Technical Diploma and various undergraduate programmes. President's medals are awarded to 2 students securing highest marks in all undergraduate and post-graduate examinations. One Founder's medal is awarded to the best all-rounder among the first degree students of the Institute. (For details see the Institute website).

Students are advised to devote their time and energy to studies and co- and extra-curricular activities organised in the Institute, as per the calendar already provided, and aim at achieving distinction during their stay at the Institute.

DISCIPLINE & STUDENTS' WELFARE

DEI lays great stress on discipline. Each student is provided with an identity card at the beginning of the session and has to wear the I-card at all times in the campus so that his/her identity as a student of the Institute is obvious.

Students are not allowed to carry and use mobile phones in the campus. Any student bringing a mobile phone to campus should deposit it in the Dean's/Principal's office in the morning and take it back in the evening. In case he/she wishes to make an urgent call it may be done in the presence of the Dean/Principal/ Head of the Department.

Students should not litter the campus. Use of plastic bags is also banned in the campus. Students should not carry/chew pan masala/gutka or smoke in the campus.

If a student leaves without informing the proctor before the stipulated time, then this will be considered as an act of indiscipline. Maintenance of class furniture and decorum is the responsibility of students. After the class is over, it is the duty of students to put stools or chairs back in place, clean tables, board and switch off lights and fans etc.

Hostels

Limited accommodation in the hostels of the Institute and those run by Educational Societies in Dayalbagh is available to students, both boys and girls, who are prepared to live a simple, disciplined and studious life in harmony with other inmates. Students who are desirous of having such accommodation should apply on a prescribed form with a passport size photograph to the Chief Warden of the concerned Hostel, through the respective Deans after their admission to the Institute. Students shall be recommended for hostel admission on the basis of merit and availability of seats but admission to Institute does not guarantee a seat in hostel. Only vegetarian food is served in the hostel. Alcohol, drugs and other intoxicants are strictly prohibited.

Dean of Student Affairs

DEI has taken the initiative of enhancing student welfare and development through the council of Dean of Student Affairs (DOSA). This council focuses on genuine issues which affect teaching, learning, student well-being and development.

Some of the issues for giving feedback could be Cultural activities, NSS, NSC, Counseling, placement, student selection in various activities of DEI, essential facilities etc. It invites feedback from all the students in the Google form provided on the institute's site. Alternatively, students can also drop feedback in the suggestion box kept in each faculty, mail feedback at deidosa@dei.ac.in and also personally share with the following committee-

Prof. K. Santi Swarup - Dean of Student Affairs (DOSA)

Prof. Gur Pyari Jandial - Convener

Prof. Alka Prakash - Member

Dr. A.K. Kulshrestha - Member

Dr. Agam Tyagi - Member

SECURITY

Security of every student is of prime importance in DEI and the Institute has adequate arrangement for the security of its students on the campus. A student needing help regarding any issue concerning security may contact the Class Proctor/Dean of the Faculty/Principal of the College. Apart from this, the following persons may be contacted for further assistance:

- Mr. Param Preet Singh (Security Officer-Males), Contact no. 8171506007
- Major (Ms.) Amrik Parmar (Security Officer- Females), Contact no. 8791057753

DISCIPLINE & STUDENTS' WELFARE COMMITTEE

Name	Faculty	Position
Prof. J.K. Verma	Arts	Chief Proctor (Male students) & I/c Flying Squad
Prof. (Ms) Gurpyari Satsangi	Education	Chief Proctor (Female students)
Dr. Sonia (Girls)	Arts	Member

Dr. Dayal Pyari Sinha (Girls)	Arts	Member
Prof. Pravin Saxena (Boys)	Commerce	Member
Dr. (Ms) Shalini Dubey (Girls)	Commerce	Member
Prof. (Ms) Lajwanti (Girls)	Education	Member
Dr. (Ms) Sona Ahuja (Girls)	Education	Member
Prof. N.P.S. Chandel (Boys)	Education	Member
Dr. Rahul Swarup Sharma (Boys)	Engineering	Member
Ms. Karishma Yadav (Girls)	Engineering	Member
Dr. Sandeep Paul (Boys)	Science	Member
Dr. Shambhu Sharma (Boys)	Science	Member
Prof. (Ms.) Alka Prakash (Girls)	Science	Member
Prof. Bandana Gaur (Women's Cell)	Soc. Sciences	Member
Dr. Lajwant Singh (Boys)	Soc. Sciences	Member
Prof. Sanjay Bhushan	Soc. Sciences	Member
Ms. (Ms) Purnima Bhatnagar (Girls)	Soc. Sciences	Member
Dr. Anju Sharma (Girls)	Soc. Sciences	Member
Dr. Archana Satsangi	Soc. Sciences	Member
Dr. J.K. Arora (Technical) (Boys)	Tech. College	Member
Sh. Bhuvnesh Singhal (Boys)	Tech. College	Member
Ms. Deventri Arora (Girls)	Women's Poly.	Member
Ms. Swanti (Girls)	Women's Poly.	Member
Coordinators/ Members of Proctorial Board for B.Voc. Courses		
Dr. Rajat Sethia	Automobile	
Dr. (Ms.) Charu Swami	Apparel Design	
Prof. Prem K. Dantu	Dairy Technology	
Dr. (Ms.) Seema Kashyap	Food Processing	
Mr. Gaurav Pratap Rana	Renewable Energy	
Dr. (Ms.) Meenakshi Thakur	Textile/ Commercial Art	
Dr. R.S. Pavithr	Internet of Things	
Prof. Rahul Swarup Sharma	Digital Manufacturing	
Prof. C. Patwardhan	AI & Robotics	
Sh. V. Prem Prakash		
Prof. Prem K Dantu	Green House Technology	
Dr. Rajiv Ranjan		
Dr. S.K Soni	Agriculture Technology	
Dr. Brijraj Singh	Tourism & Hospitality Management	
Dr. Prem Shankar		
Dr. Lucky Tonk	Pottery & Ceramics Design/ Recycled Craft Design	
Dr. Sunita Malhotra	Banking & Finance	
Dr. Jaspreet Kaur		
Prof. Pravin Saxena	Accounting & Taxation	
Dr. Saurabh Mani		
Prof. Soami Piara Satsangi	Water Sanitation & Waste Management	

Dr. (Ms.) K. Soami Daya	Telematics
Dr. Mallika Caprihan	Bamboo & Wood Technology
Dr. Sandeep Paul	Telecommunication
Dr. Sumita Srivastava	BBA (Logistics)
Mr. Abhinav Pandey	BBA (Retail)
NOTE: <ul style="list-style-type: none"> Members of the Proctorial Board are the Chief Proctors of the faculties and hence they shall look after the general welfare of students and are also authorised to check any student of any other Faculty/College regarding discipline. There may be a Students' Welfare and Discipline Sub-Committee at the Faculty/College level. The faculty representative in the Students' Welfare and Discipline Committee will be the Ex-officio Convener of the Faculty Committee and the Dean, its Chairman, who will also nominate appropriate number of other members in the Sub-Committee. 	

RULES OF DISCIPLINE IN THE INSTITUTE

- Every student is expected to abide by all the instructions, rules and regulations of the Institute and the hostel both in his own interest and in maintaining the decorum and reputation of the Institute.
- Every student will begin each semester with an opening balance of 100 marks for discipline. Thereafter, marks will be reduced for various acts of indiscipline, some of which are detailed below. When the score falls below 50 marks, the defaulter will be treated on probation for good behaviour. On his/her next act of indiscipline, his/her name may be struck off from the rolls of this Institute.

Schedule of deduction of marks for acts of commission and omission

Absence from prayer assembly	1 mark 1 st time 3 marks 2 nd time 5 marks 3 rd & each subsequent time(s)
Absence at News Reading	10 marks
Attending Institute without full uniform	5 marks each time
Absence from classes without leave/permission	5 marks each time
Absence from classes before or after long leave	10 marks each day
Unauthorised and untimely presence at other faculties and premises including Libraries	10 marks each time
Parking of Cycles/Autocycles/Scooters/Motorcycles at unauthorised places	1 mark 1 st time 3 marks 2 nd time 5 marks 3 rd & each subsequent time(s)
Absence on National Days (Independence Day/Republic Day/National Youth, Teachers' Day etc.)	10 marks each time
Unauthorised absence on special occasions as announced by the Institute/Faculty/Department	5 marks each time

Moving in the Campus without Identity Card	5 marks each time
Any other act of indiscipline, including bringing or calling outsiders to the Campus etc.	As decided by DC/Faculty Proctorial Board
Disfiguring/destruction of Institute property	10 marks & above plus cost of repair/replacement
Use of Mobile Phone is strictly prohibited inside Institute campus. On found using/keeping cell phone	20 marks with confiscation of phone for the academic session
Act of indiscipline in class when teacher is present	5 marks first time, thereafter as decided by DC/ Faculty Proctorial Board

3. In case of any dispute or problem, report the matter to any Teacher/Proctor/Incharge Discipline/Dean/ Principal instead of taking the law into your own hands.
4. Pay respect to teachers and authorities irrespective of the fact that they belong to your Faculty/College or not.
5. Students indulging in ragging activities inside or outside the Institute may be expelled from the Institute summarily.
6. List of penalties for misconduct and/or use of unfair means during examinations is given under the heading "Examination and Evaluation."
7. Bringing Mobile in the campus is strictly prohibited. Non-compliance will result in seizure of the phone which will be returned only after completion of the course in which student is admitted. However, the SIM of mobile may be returned on request if approved by the Chief Proctor.

GRIEVANCE COMMITTEE

Name	Designation	Position
Prof. Alka Prakash	Dept. of Zoology, Faculty of Science	Convener
	Dean, Arts	Member
	Dean, Commerce	Member
	Dean, Education	Member
	Dean, Engineering	Member
	Dean, Science	Member
	Dean Social Sciences	Member
	Principal, DEI Tech. College	Member
	Principal, REI Inter College	Member
	Principal, PV Girls Inter College	Member
	Chief Proctor (Boys)	Member
	Chief Proctor (Girls)	Member

COMPLAINTS (GRIEVANCE REDRESSAL) COMMITTEE FOR HARASSMENT OF WOMEN AT WORKPLACE

Name	Faculty	Position
Prof. Vibha Nigam	Education	Presiding Officer
Prof. Gur Pyari Jandial	Arts	Member

Dr. Kavita Kumar	Social Sciences	Member
Ms. Jyotika Kharbanda	Education	Member
Dr. K. Vasantha	Science	Member
Ms. Rekha Gogia	CAO	Member
Prof. Sahab Pyari Sinha	Social Sciences	Psychologist
Female students and staff of the Institute who feel aggrieved/ harassed on any account may address their grievances to the Convener of the Committee.		

RAGGING IS PROHIBITED

Note - Ragging is a punishable offence.

Ragging constitutes one or more of any of the following acts:

- i. any conduct by any student or group of students whether by words spoken or written or by an act which has the effect of teasing, treating or handling with rudeness a fresher or any other student;
- ii. indulging in rowdy or undisciplined activities by any student or students which causes or is likely to cause annoyance, hardship, physical or psychological harm or to raise fear or apprehension thereof in any fresher or any other student;
- iii. asking any student to do any act which such student will not in the ordinary course do and which has the effect of causing or generating a sense of shame, or torment or embarrassment so as to adversely affect the physical or mental health of such fresher or any other student;
- iv. any act by a senior student that prevents, disrupts or disturbs the regular academic activity of any other student or a fresher;
- v. exploiting the services of a fresher or any other student for completing the academic tasks assigned to an individual or a group of students.
- vi. any act of financial extortion or expenditure forced upon a fresher or any other student by students;
- vii. any act of physical abuse including all variants of it: sexual abuse, homosexual assaults, stripping, forcing obscene and lewd acts, gestures, causing bodily harm or any other danger to health of person;
- viii. any act or abuse by spoken words, emails, posts, public insults which would also include deriving perverted pleasure, vicarious or sadistic thrill from actively or passively participating in the discomfiture to a fresher or any other student;
- ix. any act that affects the mental health and self-confidence of a fresher or any other student with and without an intent to derive a sadistic pleasure or show of power, authority or superiority by a student over any fresher or any other student.

Following measures are adopted by the Institute for the prevention of ragging:

- i. The Chief Proctor of the Institute, along with the proctors and Chief Wardens of hostels constitute the Anti-Ragging Committee. The Director is the Chairman of

this Committee. The committee counsels the senior students with a view to curb ragging.

- ii. Anti-Ragging squads consisting of the Chief Proctor and Faculty Members are constituted to patrol campus during break, and at the start and end of the day.
- iii. Night checks are carried out at junior students' hostels.
- iv. Prominent posters are displayed at all vantage points of the Institute regarding the anti-ragging policy of the Institute.

Students should feel free to contact the Proctor, Faculty Discipline Incharge, Hostel Warden, Dean of the Faculty or any member of the staff for reporting issues related to ragging in the Institute.

Prof. K. Hans Raj, Professor, Department of Mechanical Engineering, Faculty of Engineering is the Nodal Officer for prevention of ragging and receiving complaints, if any, in this regard. His email address is khansraj@rediffmail.com. He can also be contacted on his mobile phone No. 09358877956.

In addition, students in distress, owing to incidents related to ragging, can access the toll free helpline 1800-180-5522.

The following members of staff are additionally entrusted the task of extra vigilance in each faculty/college so that no untoward incident occurs, especially during the first month after admissions.

S. No.	Faculty/College	Staff Member
1.	Faculty of Arts	Dr. (Ms) Shashi Srivastava Prof. (Ms) Sangita Saini
2.	Faculty of Commerce	Prof. Praveen Saxena Dr. (Ms) Shalini Dubey
3.	Faculty of Education	Prof. N.P.S. Chandel Prof.(Ms)Gur Pyari Satsangi
4.	Faculty of Engineering	Prof. Rahul Caprihan Mr. Ishant Singhal
5.	Faculty of Science	Prof. C. M. Markan Prof. (Ms) Alka Prakash
6.	Faculty of Social Science	Dr. (Ms) Purnima Bhatnagar Dr. Lajwant Singh
7.	Technical College	Dr. Jyoti Kumar Arora Mr. G.P. Misra Mr. Purshottam Kumar

The Anti-Ragging Committee may, depending on the nature and gravity of the guilt established by the Anti-Ragging Squad award to those found guilty, one or more of the following punishments:

- i. Suspension from attending classes and academic privileges.
- ii. Withholding/withdrawing scholarship/fellowship and other benefits.
- iii. Being debarred from appearing in any test/examination or other evaluation process.

- iv. Withholding results.
- v. Being debarred from representing the institution in any regional, national or international meet, tournament, youth festival, etc.
- vi. Suspension/expulsion from the hostel.
- vii. Cancellation of admission.
- viii. Rustication from the institution for one to four semesters.
- ix. Expulsion from the institution and consequent debarring from admission to any other institution for a specified period.
- x. Provided that the persons committing or abetting the act of ragging are not identified, the institution shall resort to collective punishment.

MEASURES FOR STUDENTS WELFARE

CANTEEN FACILITIES

Separate canteen for male students is available near Shatabdi Bhawan. A snack-bar for female students is also available opposite to the Computer Centre near Arts Faculty.

The DEI NRSC (Non Resident Students Centre) Girl's Canteen is managed by the members of staff of the Institute. It caters to the nourishment needs of the students during the Institute's working hours and also provides hospitality to Institute guests as and when required.

The food items prepared by B.Voc. FPP students are available near Commerce faculty.

RAILWAY CONCESSION

All bonafide students of the Institute can avail the facility of Railway Concession to and from their hometown during vacations, provided that the distance between Agra and the city/town is not less than 200 km. For availing this facility, they should contact their faculty/college office.

INTERNAL QUALITY ASSURANCE CELL

The Internal Quality Assurance Cell (IQAC) of Dayalbagh Educational Institute is entrusted with the following tasks:

1. Improvement in quality of teaching and research by regular inputs to all concerned, based on feedback from students.
2. Providing inputs for best practices in administration for efficient resource utilization and better services to students and staff.

3. Providing inputs for Academic and Administrative Audit and analysis of results for improvement in those areas which need to be strengthened.

Students and staff can give their feedback and suggestions on teaching and administrative performance in DEI by dropping their suggestions in the Suggestion Box located in DEI Computer Centre, or through email to the Coordinator, IQAC at iqac@dei.ac.in.

Additionally, suggestions can be sent at email id sujhav@dei.ac.in.

Earn While Learn

DEI's "Earn while you Learn" program which support students with lower economic means also generate creative ideas and entrepreneurs among students community.

TRAINING & PLACEMENT

DEI TRAINING & PLACEMENT CELL

Name	Faculty	Position
Sh. Sahab Das	Engineering	Training & Placement Officer
Prof. (Ms) Sangita Saini	Arts	Convener
Dr. (Ms) Namita Bhatia	Arts	Co-Convener
Ms. Hema Panwar	Arts	Co-Convener
Prof. P.D. Saini	Commerce	Convener
Dr. Bhawna Johri	Commerce	Co-Convener
Dr. (Ms) Sona Dixit	Education	Convener
Mr. T.K. Rao	Education	Co-Convener
Dr. Preeti Saini	Education	Co-Convener
Prof. D.K. Chaturvedi	Engineering	Convener
Mr. Kumar Ratnakar	Engineering	Co-Convener
Mr. Anami Saran Mandal	Engineering	Co-Convener
Mr. Atul Suri	Engineering	Co-Convener
Mr. V Prem Prakash	Engineering	Co-Convener
Mr. Nishant Singhal	Engineering	Co-Convener
Mr. K. Pritam	Engineering	Co-Convener
Prof. (Ms) Kamal Srivastava	Science	Convener
Dr. AshokJangid	Science	Co-Convener
Mr. R.S. Pavitra	Science	Co-Convener
Prof. (Ms) Shalini Nigam	Soc. Sciences	Convener
Dr. (Ms) Sumita Srivastava	Soc. Sciences	Co-Convener
Ms. (Ms)Purnima Bhatnagar	Soc. Sciences	Co-Convener
Dr. (Ms) Resham Chopra	Soc. Sciences	Co-Convener
Dr. (Ms) Kavita Kumar	Soc. Sciences	Co-Convener
Shri G.P. Misra	Tech. College	Convener

Mr. Mayank Agarwal	Tech. College	Co-Convener
Mr. A. Dheeraj	Tech. College	Co-Convener
Mr. Abhishek Sharma	Tech. College	Co-Convener
Dr. (Ms) Vineeta Mathur	Women's Poly.	Co-Convener

INSTITUTE INDUSTRY PARTNERSHIP CELL

Name	Faculty	Designation
Prof. K. Hansraj	Engineering	Chief Co-ordinator
Prof. (Ms) Sangita Saini	Arts	Member
Dr. (Ms) Sonika	Arts	Member
Prof. P.D. Saini	Commerce	Member
Dr. Bhawna Johri	Commerce	Member
Ms. Pratima Singh	Education	Member
Mr. Bajrang Bhushan	Education	Member
Dr. Parul Khanna	Education	Member
Ms. Mugdha Sharma	Education	Member
Prof. Emeritus Ranjit Singh	Engineering	Member
Mr. Sahab Das	Engineering	Member
Prof. D. Bhagwan Das	Engineering	Member
Prof. C. Patvardhan	Engineering	Member
Prof. R. Caprihan	Engineering	Member
Prof D G Rao	Engineering	Member
Prof. Sahab Dass	Science	Member
Prof. (Ms) Shalini Nigam	Soc. Sciences	Member
Dr. (Ms) Sumita Srivastava	Soc. Sciences	Member
Ms. Purnima Bhatnagar	Soc. Sciences	Member
Sh. Majer Singh	Tech. College	Member
Prof. Soami Piara Satsangee	USIC	Member
Dr. Ratan Saini	Computer Centre	Member

CENTRAL FACILITIES

DEI COMPUTER CENTRE

The Centre provides facility for Information Technology laboratory related classes for various courses at certificate, diploma, undergraduate and post graduate level, organised by the faculties of Arts, Commerce, Education, Science, Social Sciences in addition to various vocational courses for students of Technical College and Women's Polytechnic. New students interested in using the Centre's facility have to create their login and password at <http://10.2.1.200>. To verify the account, the student has to submit a signed photocopy of his/her ID card in the Computer Centre office.

Usage Policy: Students with authorized accounts may use the facilities, as long as such use:

- is for academic and research work, related to course of study.
- does not lead to any kind of offence or offend any other person.
- does not violate any law or IT Act of the Government of India.

Other Rules:

- Entry to Computer Centre is permitted in full uniform with ID card only, based on availability of seats and class bookings.
- Shoes/ Footwear should always be put in shoe bags available on rack to be taken inside the lab and kept under chair. While leaving the Centre the shoe bag must be put back in the box marked for the same.
- Every website visit is recorded for every individual and machine.
- Users must not allow any other person to use their login/password by sharing their account details.
- All important data must be backed up by everyone and uploaded to email account of self or Google Drive.
- No food or drink is permitted in the Centre. Making noise either through games/ music or even talking and/or singing loudly is prohibited.
- Playing online games in Institute laboratories or using Institute facilities for such activities is strictly prohibited. Internet chat is also banned.
- Unauthorized software downloads and peer to peer connections for recreational purposes are banned.
- User Quota Limit is being implemented on experimental basis.
- Any kind of mishandling/tampering with equipment or other facilities in the centre will be strictly dealt with.
- Login not used for more than a month may be blocked and can be reactivated on request.
- Any kind of abuse, indiscipline or misbehaviour will be liable for stern disciplinary action and the account will be disabled immediately.

Complete details about the facilities and rules of use at the Computer Centre may be seen at Centre website <http://cc.dei.ac.in/cc>. Students may contact Computer Centre staff for any problem or clarification, while using the services. The timings of the Computer Centre are from 7.00 a.m. to 5.00 p.m. and may be changed any time as required.

MULTIMEDIA LABORATORY

A state-of-the-art Multimedia Laboratory housing cameras, projection systems, video/editing stations amongst other equipments, provides a central point where the Institute generates content for its Distance Education Programmes. This facility is also used on a regular basis to receive and transmit live lectures, and hold interactive sessions with students in remote classrooms both in India and abroad on a regular basis.

CENTRAL LIBRARY

DEI Central Library is fully computerized and any student of DEI may consult the library with their valid Identity card. Besides the Central Library, there are three faculty libraries in the faculties of Commerce, Education, and Engineering in DEI.

Books are issued to a student for fourteen days to a student and the quota of books is as under:

UG Students – 2

PG Students – 4

PhD (Research Scholar) – 6

Students have to maintain silence and discipline in the library. At the beginning of every session, new students are oriented about library services and operations etc.

Timing – The Central library opens from 8.30 am to 5.00pm every day except Sunday and holidays according to the institute Holiday list.

Central Library provides the following facilities to its readers:

- Book transaction (issue/return)
- Photocopy Service
- Scanning Service
- Printing Service
- Internet Access
- Reference Service
- E- journal Access
- Consultation Services
- OPAC (Online Public Access Catalog) <http://10.23.0.50:8080/newgenlibtxt>
- Document Delivery Service through INFLIBNET (on request)
- Inter-Library-Loan (on request)

The Central Library also has computer systems for its users for access to e-journal, internet and OPAC (Online Public Access Catalogue) etc.

For e-journal access, Mr. P. D. Sharma may be consulted in the Central Library. The Incharge, Central Library may be consulted for upload of PhD/M. Phil. thesis/dissertation and synopsis on Shodhganga and Shodhgangotri.

For any other information regarding library, Incharge Central Library, Dr Mange Ram may be consulted or an email may be sent to cldei81@rediffmail.com.

The home webpage of Central Library may be accessed through DEI website at the link: <http://www.dei.ac.in/dei/library/>

Multi-Media Centre, University Science & Instrumentation Centre, Quantum-Nano Systems Centre Research & Technology Park, and Centre for Consciousness Studies are some of the other prominent, special purpose centres in the Institute.

Research and Technology Park (RTP)

With the recent establishment of the Quantum and Nano Systems Centre, the Centre for Consciousness Studies, and forthcoming Centre for Bio-Inspired Systems, DEI has put in place the foundation for bringing together a strong trans-disciplinary research programme in these leading fields of research. The Centre for Bio-inspired systems will also act as a development and incubation facility for intelligent information

processing technologies. The RTP will also expand to include Centres in other disciplines such as agile manufacturing, hydrogen research, and green energy. DEI has identified Research Areas as part of its Vision 2031 document and also extended UGRA (Undergraduate Research Awards) to all the faculties as well.

VEHICLE PARKING IN THE CAMPUS

The Institute does not permit plying of vehicles within the campus. Parking space, with attendant between 8.00 a.m. and 5.00 p.m., is provided in the campus for staff/students/visitors, on nominal charge, as detailed below:

1. Rate/Fee (in Rupees):

- 200/- per semester for two-wheelers
- 300/- per semester for four-wheelers
- 100/- monthly charges for two-wheelers (only for temporary staff)
- 5/- per day for temporary parking for two-wheelers (only for visitors)
- 10/- per day for temporary parking for four-wheelers (only for visitors)

2. Parking place:

For Staff

All motorized four-wheelers & two-wheelers of the staff of the institute shall be parked in the field opposite the Faculty of Engineering. Those using bicycles can park their bicycles in the space provided on the left side inside the DEI main gate parking stand.

For Male Students

Cycles/scooters/motorcycles/cars of all male students shall be parked in the field opposite the Faculty of Engineering.

For Female Students

Female students shall park their cycles/cars/scooters in the parking space provided on the left side inside the DEI main gate.

For Women's Polytechnic

Parking of cycles and scooters of students/staff shall be at the designated place within the polytechnic campus.

For Visitors

Visitors shall park their vehicles in the staff parking lot.

DEI NEWS COMMITTEE

Patron	Prof. P.K. Kalra
Chief Editor	Prof. J.K. Verma

Editors	Dr. (Ms)Sona Dixit Dr. (Ms)Sonal Singh Prof. Akshay Kumar Satsangi
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Faculty Co-ordinators:

Arts	Dr. (Ms)Charu Swami
Commerce	Dr. Sanil Kumar
Education	Ms. Neha Jain
Engineering	Prof. Sanjay Srivastava
Science	Dr. (Ms)Soumya Sinha
Social Sciences	Dr. Rohit Rajwanshi
Technical College	Mr. R.R. Singh

Advisor	Prof. S.K. Chauhan
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DEI MAGAZINE COMMITTEE

Patron	Prof. P.K. Kalra
Chief Editor	Prof. J.K. Verma
Editors	Prof. (Ms) Renu Josan Dr. (Ms) Namasya Dr. (Ms) Anita Lakhani

Faculty Co-ordinators:

Arts	Dr. (Ms)Namita Bhatia Dr. (Ms) Nisith Gaur
Commerce	Dr. Suneshwar Prasad
Education	Dr. (Ms) Sona Ahuja
Engineering	Prof. Sanjay Srivastava
Social Sciences	Dr. (Ms) Jyoti Gogia
Science	Dr. Sudhir Kumar Verma
Technical College	Sh. Mayank Agarwal

Advisor	Prof. S.K. Chauhan
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**DEI STUDENTS' CHAPTER OF THE
INSTITUTION OF ENGINEERS (INDIA)**

1.	Prof. D.K. Chaturvedi	Advisor, Elect. Engg.
2.	Sh. Ishant Singhal	Advisor, Civil Engg.
3.	Sh. Amol Gupta	Advisor, Footwear Engg.
4.	Dr. Ashok Yadav	Advisor, Mech. Engg.

FEE-STRUCTURE FOR SESSION 2019-2020
(Annexure – 1)

Fee Item	Semester	B.A., B.A. (Social Sc.), B.Com.	B.Sc. (Home Sc.) B.Sc., B.Sc. (Agri.) B.B.A./B. Voc., D.El.Ed. M.A., M.A.(Social Sc.), M.Com./M.Voc.	M.Sc., M.Sc.(Home Science) M.Phil (Arts/Science/Commerce/Soc. Sc.)	B.F.A., B.Ed., M.Ed., M.Phil (Education) All PG Diploma Courses	B.Tech./B.Arch.	BHMS (First Year)	M.Tech.	M.B.A./M.Phil. (Mgmt.)	Diploma in Ayurveda	Diploma in Engineering/Polytechnic
<i>Tuition Fee in Rs.</i>	First Others	600 600	880 880	900 900	900 900	3480 3480	8250	3480 3480	2515 2515	1390 1390	1390 1390
<i>D.A. Fee</i>	First Others	120 120	120 120	120 120	120 120	120 120	240	120 120	120 120	- -	- -
<i>Library Fee</i>	First Others	50 50	50 50	50 50	50 50	50 50	100	50 50	50 50	- -	- -
<i>Development Fee</i>	First Others	135 135	135 135	135 135	135 135	135 135	270	135 135	135 135	- -	- -

<i>Admission Fee</i>	First	10	10	10	10	10	500	10	10	10	10
<i>Caution Money</i>	First	300	300	300	500	500	5000	1000	500	300	300
<i>End Semester Examination</i>	First	150	150	150	150	150	300	150	150		
	Others	150	150	150	150	150		150	150		
<i>Periodic Exam</i>	First	50	50	50	50	50	100	50	50		
	Others	50	50	50	50	50		50	50		
<i>Games</i>	First	75	75	75	75	75	150	75	75		
	Others	75	75	75	75	75		75	75		
<i>Hot & Cold Weather Charges</i>	First	120	120	120	120	120	240	120	120		
	Others	120	120	120	120	120		120	120		
<i>Computer Fee</i>	First	25	25	25	25	25	50	25	25		
	Others	25	25	25	25	25		25	25		
<i>#Other Fee</i>	First	1115	1235	1715	2015	2135	4300	2335	2300	2750	2750
	Others	1075	1195	1675	1925	2145		2445	2260	2760	2760
<i>+Total Rs.</i>	First	2750	3150	3650	4150	6850	19500	7550	6050	4450	4450
	Others	2400	2800	3300	3550	6350		6650	5500	4150	4150

Other fee includes fee for the following items:

1. Convocation	2. Cultural Activities	3. Magazine
4. Enrolment	5. Medical	6. Student Aid
7. Student Diary	8. Identity Card	9. Student Welfare
10 Teaching Practice (BEd)	11.Work Experience Course	12. Institute Publications
13. Guiding & Scouting(BEd)	14. Educational Hand Work (BEd)	15. Workshop Practice [B.Tech.]
16. Instructional Material & Teaching Aids	17. Laboratory Fee	

+ All under-graduate students will pay an additional Rs.5/- as NSS Registration Fee.

Note:

- Admission fee is charged one time only at the time of admission.
- Caution money is charged one time only at the time of admission and is refundable subject to deductions, if any.

PhD Students (per semester)

FEE ITEM	Rs.
Tuition Fee*	600/-
Library Fee	100/-
Development Fee	60/-
Other Fees	1890/-
Caution Money* (Once at the time of admission)	1000/-
Enrolment Fee (Once, if applicable)	100/-
Thesis Evaluation Fee (Once before thesis submission)	1500/-

****Exempted for part-time research scholars.***

Note: This Fee Schedule can be modified or revised at any time without prior notice.

If a student chooses to withdraw from the programme of study in which he /she is enrolled, the institute concerned shall follow the following five tier system for the refund of fees remitted by the student

S.No	Percentage of Refund of Fees	Point of time when notice of withdrawal of admission is received in the Institute.
1.	100%	15 days or more before the formally-notified last date of admission.
2.	90%	Less than 15 days before the formally-notified last date of admission
3.	80%	15 days or less after the formally-notified last date of admission.
4.	50%	30 days or less, but more than 15 days, after formally-notified last date of admission.
5.	00%	More than 30 days after formally-notified last date of admission.

**(As per UGC notification dated October, 2018)*

Students are requested to claim by written application informing their withdrawal from the programme of study in which he /she is enrolled as well as for refund of fee after forfeiting admission in a programme of study is admissible only up to 30 days after formally-notified last date of admission.

15. ADMISSION OF STUDENTS TO THE INSTITUTE INCLUDING ITS NON-UNIVERSITY EDUCATIONAL INSTITUTIONS

(Amendments upto 27-12-2014 included)

- (i)** A student seeking admission to the Institute shall, on or before the date prescribed for submission of applications for admission to the Institute, submit his application duly completed on the prescribed form to be obtained from the Institute on payment of the prescribed fee.
- (ii)**

 - a.** No student shall be admitted to the Institute for pursuing a course of study unless he has passed the qualifying examination as may be prescribed for the particular course of study by the Institute from time to time.
 - b.** No student migrating from another University/Board shall be admitted to any course of study unless he has passed an examination which has been recognised by the Institute as equivalent to the qualifying examination.
 - c.** No applicant shall be admitted to a course of study at the Institute unless he is willing to appear for examination in all the subjects prescribed for the particular course of study.
 - d.** No student enrolled in the Institute shall be admitted to any subsequent higher class unless he has passed the qualifying prerequisite examination.
- (iii)**

 - a.** A candidate for admission to the Institute shall submit along with his application for admission, a

Character Certificate from the Head of institution last attended.

- b.** Maintenance of good conduct throughout the stay of the student in the Institute is necessary for continuance in the Institute.
- (iv)**
 - a.** No student who has passed a part of any course of study from another University/Board shall be admitted to subsequent higher class for such course of study in the Institute.
 - b.** No person who has been rusticated from an educational institution shall be admitted to any course of study in the Institute.
- (v)**
 - a.** Admission of students shall be completed by the Deans/Principals concerned within the specified date of the academic session concerned.
 - b.** A completed list of all students admitted to the Institute shall be forwarded by the Dean/Principal concerned to the Registrar within four weeks from the date of admission.
- (vi)**
 - a.** A student shall be considered as admitted as a student in the Institute as soon as he is admitted by the Dean/Principal concerned and he has registered for admission on the prescribed registration day or the next working day following it and he has paid the prescribed fees in cash on the scheduled fee collection day or by bank draft by the next working day otherwise he shall forfeit his claim for admission.
 - b.** A student shall be considered as enrolled if after admission as per clause (a) above, he has submitted completed enrolment form and transfer/migration certificate.
 - c.** A student admitted within the first two weeks from the prescribed day of registration after the commencement of the session shall be required to pay prescribed fees from the beginning of the session. However, a student admitted within the first two weeks from the prescribed day of registration after forfeiting claim for admission as per clause (a) shall be required to pay additional late fee of Rs.100/- each for late registration and late deposit of fee.

- d.** Except in case of admission in the first semester of a course of study, students failing to either register and/or deposit prescribed fees by the scheduled date or both may be allowed to register and/or deposit the prescribed fees within two more weeks from the said scheduled dates by paying a late fee each of Rupees one hundred only.

Provided also the Director may, for special reason(s) to be recorded, allow further time for late registration and/or deposit of prescribed fees till 31 August of the session except in case of admission in first semester of a course of study with a late fee each of Rupees Two hundred only. Beyond the above date i.e. 31 August, the permission will be granted after approval of the Governing Body (GBR:2(ii)/3.11.2007).

Note:GBR- 29.7.2000: Amendments to these four clauses are applicable to students admitted from the session 2001-2002 and onwards.

ODD SEMESTER ACADEMIC PERFORMANCE SHEET

[illegible]

NOTE: Internal marks are displayed on the Notice board (s). In case of any discrepancy, the student should get it corrected Within 10 days.

EVEN SEMESTER ACADEMIC PERFORMANCE SHEET

[illegible]

NOTE: Internal marks are displayed on the Notice board (s).In case of any discrepancy, the student should get it corrected within 10 days.

LIST OF HOLIDAYS FOR THE SESSION 2019-2020

Holidays	No. of day(s)	Day(s) of week	Date(s)
July-December 2019			
*Idu'l Zuha (Bakrid)	1	Monday	12 August 2019
Independence Day	1	Thursday	15 August 2019
*Muharram	1	Tuesday	10 September 2019
Gandhi Jayanti	1	Wednesday	2 October 2019
Dussehra	1	Tuesday	8 October 2019
Deepawali	1	Sunday	27 October 2019
*Idu'l Milad-Un-Nabi / Bara Wafat	1	Sunday	10 November 2019
Guru Nanak Birth Day & Kartik Purnima	1	Tuesday	12 November 2019
Christmas Day	1	Wednesday	25 December 2019
January-May 2020			
Republic Day	1	Sunday	26 January 2020
Basant Panchami	1	Thursday	30 January 2020
Holi	1	Tuesday	10 March 2020
Ram Navmi	1	Thursday	2 April 2020
Mahavir Jayanti	1	Monday	6 April 2020
Good Friday	1	Friday	10 April 2020
Budh Purnima	1	Thursday	7 May 2020

** Subject to visibility of the Moon.*

Note: The students shall observe the following vacations:-

Vacations	No. of days	Days of Week	Dates
Mid Semester Break	6	Monday to Saturday	7 Oct to 12 Oct 2019
Semester Break	6	Thursday to Tuesday	19 Dec. to 24 Dec., 2019
Mid Semester Break*	6	Monday to Saturday	9 March-14 March, 2020
Summer Vacation	40	Friday to Tuesday	22 May to 30 June 2020

*Tentative

CALENDAR FOR THE SESSION 2019-2020

2019

July						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

August						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2020

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

March						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

April						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

May						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

June						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

STUDENT'S INSTITUTE RECORD

Every student will deposit this record, duly filled in, to his/her Proctor/Tutor when he/she submits his/her Clearance Form prior to the May End-Semester Examination)

Name: _____

Father's Name: _____

Class: _____ Faculty/ College: _____

Mailing Address: _____

Period of stay in the Institute: July _____ to June _____

Major Subjects: (1) _____ (2) _____
(3) _____ (4) _____

Elective/ Half Course:

Faculty _____ Non-Faculty _____

Work Experience: _____

Name of Tutor/ Proctor: _____

All activities mentioned below should be verified by concerned Incharges

Participation in N.S.S. Camp: _____

Participation in Social Service: _____

Participation in Games & Sports:

(1) _____

(2) _____

(3) _____

(4) _____

(5) _____

Participation in Cultural & Literary Activities:

(1) _____

(2) _____

(3) _____

(4) _____

(5) _____

Remarks of Faculty Discipline Incharge: _____

Any other Information: _____

Signature of the Student

NOTES & REMARKS

