

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION (IEHE), BHOPAL

**COLLEGE WITH POTENTIAL FOR EXCELLENCE (CPE)
STATUS CONFERRED BY UGC**



Prospectus 2017-18

A STATE LEVEL ACADEMY (AUTONOMOUS) OF HIGHER EDUCATION ESTABLISHED BY GOVT. OF M.P.

Institute for Excellence in Higher Education (IEHE), Bhopal

(College with Potential for Excellence (CPE) status conferred by UGC)



PROSPECTUS

2017-18



A State Level Autonomous Academy of Higher Education, established by Govt. of M.P.

GENERAL COUNCIL

Chairman

Hon'ble Minister for Higher Education, Government of M.P.

Vice Chairman

Additional Chief Secretary/Principal Secretary

Higher Education Department, Government of M.P.

Members

Principal Secretary/Secretary

Finance Department, Govt. of M.P.

Principal Secretary/Secretary

Sports and Youth Welfare Department, Govt. of M.P.

Principal Secretary/Secretary

Schedule Cast Welfare Department, Govt. of M.P.

Principal Secretary/Secretary

Backward Class Welfare Department Govt. of M.P.

Principal Secretary/Secretary

Planning, Economics & Statistics Department, Govt. of M.P.

Principal Secretary/Secretary

Women and Child Welfare Department, Govt. of M.P.

Principal Secretary/Secretary

Public Works Department, Govt. of M.P.

Commissioner

Higher Education, Govt. of M.P.

Three renowned academicians nominated by Higher Education Department, Govt. of M.P.

Member Secretary

Director

IEHE, Bhopal

From the Director's Desk...

Dear Students,



Education inculcates human values and higher education can be considered the pinnacle of the human values. The change in needs and challenges of higher education is inevitable with regard to place and time. In order to face these changes and challenges, Institute for Excellence in Higher Education was envisaged some twenty one years ago by the visionaries and mentors of the society of the then times in Madhya Pradesh.

Today, Institute for Excellence in Higher Education, Bhopal has become the prime choice of all the intelligent and meritorious students not only in the state but also at national level in the country which is reflected in the ever increasing number of students from 2469 in 2015-16 to 2740 in 2016-17. Talented and industrious students from surrounding states viz. Jharkhand, Chhattisgarh, Maharashtra and even New Delhi seek admission in this institute which clearly indicates its ever increasing status from the regionally renowned institute to an academy of education of national stature.

The popularity in the state and the extraordinarily intelligent and ambitious students have made the educationists and management personnel of the institute to take up the challenge with greater than ever enthusiasm and commitment towards developing the young talents into responsible citizens of the nation that would carry the glow of knowledge and industry to far off corners of the world. The diligence and entrepreneurship of the academicians as well as the management of the organization has fructified into the recognition of the capabilities of the institute by the NAAC – an apex body the UGC, with “A” Grade thrice respectively in 2004, 2011 and 2016. This apart, the apex organization that regulates the augmentation of higher education in the nation i.e. the UGC has been instrumental in granting autonomy to the institute up to 2020 and conferred the status of CPE (College with Potential for Excellence) up to 2019. All these are but a few laurels that add to the grace and grandeur of the institute apart from the yearly renewals of such achievements by its students and staff at various levels of academics and other extracurricular fora.

In order to provide the students with all round development the institute boasts of offering Honors courses with Semester System at Undergraduate level in Science, Arts and Commerce along with Post Graduate courses in various subjects including M. Phil. in Mathematics and Ph.D. in Political Science, Commerce, Physics, Chemistry and Mathematics. There are some 30 different vocational courses with PG Diploma, Diploma and Certificate course run by the Vocational Cell that enhance the academic excellence of the institute and help the students of the institute as well as other aspirants to make them eligible for jobs in the open market. As an additional vehicle of the development of Personality and Career opportunities for the students, there is a well established and thoroughly active Placement Cell along with units of NSS and NCC (Air Wing as well as Infantry) which form an integral part of the extracurricular activities in the Institute. Finally, I would like to add that the institute is equipped with all modern amenities in respect of methods of education, such as a Smart Classroom in each department, sufficiently upgraded laboratories, an advanced library with e-library facility, industrial and academic tours, group discussions, project internship, a unique transparent examination system, etc. make incessant efforts toward development of the inherent qualities of the students to an optimum level.

At the onset of the academic session 2017-18, I welcome all the ambitious and intelligent youths of the nation who want to take their career to a determined and unimaginable heights in future. Let your aspirations find wings with the help of unmatched academic excellence of the Institute.

Dr. M L Nath
Director

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Mission

We Endeavour to serve as a centre for excellence in higher learning and provide an environment to enhance the knowledge base, analytical ability, critical interpersonal skills and team spirit of its students. The Institute provides an innovative, state-of-the-art approach to higher education with a view to aid the growth of its students into well balanced, value-driven, socially sensitive and responsible members of society. It aims to create outstanding human beings who are well-equipped to meet the challenges of the modern world successfully.

Objectives

- To impart quality education through an interactive approach.
- To provide a model of excellence worth being followed by the institutions engaged in higher education.
- To nurture the innate talents of the students and to encourage originality and creativity in their approach towards learning.
- To enable the students to realize their potential through live-projects, presentations, seminars, co-curricular and extracurricular activities.
- To facilitate a balanced mental, moral and physical development of the students.
- To create an awareness for social and environmental issues.

Profile

Institute for Excellence in Higher Education is an ‘A’ grade state level academy, envisioned to be a centre for academic excellence by the govt. of Madhya Pradesh since its inception in 1995. Located in a lush green valley adjacent to Kaliasot Dam on Kolar road, Bhopal, this educational oasis enjoys a pride of place among the premier Institutions of the country. It is autonomous in academic, administrative & financial matters which have enhanced its credibility as a catalyst of progressive and incremental changes setting new benchmarks for other institutions of the state to redefine the limits of growth and development in Higher Education. Through an array of well structured Post–Graduate Courses, Honours Courses in Science, Arts & Commerce, and short term Vocational Courses that synergize conventional and contemporary realms of knowledge, the curriculum is industry integrated and globally embrative. With the pivotal focus on the integrated development of students through the inculcation of moral and spiritual values the Institute is housed in a sprawling campus with state-of-the art facilities like well equipped laboratories, digitalized library, ICT enabled services *etc.* which provide a congenial academic ambience for empowered and diverse learners. An ideal teacher–student ratio, robust track record of placements, effective and transparent Continuous Comprehensive Evaluation (CCE) scheme

with its regular round of Seminars, Presentations, Group Discussions, Pedagogical Innovations and Visionary Leadership make the Institute a virtual 'Excellence in Action'.

The catalytic role played in transforming the students into potential human capital makes the Institute a vibrant and sought after centre for holistic development with aspirants thronging it from across the length and breadth of the country. The significant milestones like Accreditation by NAAC in 'A' grade in 2004, Re-accreditation by NAAC in highest A Grade in Jan 2011, the prestigious conferment of 'College with Potential for Excellence (CPE)' status in March 2010, embarkment on 2nd phase of CPE status spanning between 2014 – 2019, recognition as a nodal centre for CEQUIC (Cluster for Enhancing Quality through Innovation and Collaboration) - a scheme initiated in 2014 by the Government of Madhya Pradesh to realize international standards in research and teaching through qualitative changes, are some of the monumental achievements of the Institute.

The Management and Legal Status

The Institute is autonomous and is managed by '*The Institute for Excellence in Higher Education Society*', Bhopal, registered under the 'Society Registration Act 1973' and has been recognized by the UGC in July 2002 under 2(f) & 12(B), of the UGC Act 1956. The policies are laid down by the General Council headed by the Hon'ble Minister for Higher Education, and the Executive Body headed by the Additional Chief Secretary / Principal Secretary, Government of M.P., Higher Education Department.

IEHE has been granted autonomy by the University, under the provision of section 6(16) of the Madhya Pradesh Vishwavidyalaya Adhiniyam, 1973. The UGC has also granted autonomy to the Institute in January 2007. Making judicious use of this autonomy, the Institute designs and routinely updates its syllabi to meet the standards of the best of national and international universities. It also constantly evolves and upgrades the teaching, evaluation and examination methodologies.

The director is the administrative head of the Institute and all academic matters are decided and implemented by various bodies constituted as per the Memorandum of '*The Institute for Excellence in Higher Education Society, Bhopal*' in co-ordination with the heads of departments and faculty members, ensures the smooth functioning and management of academic and administrative matters.

COURSES OFFERED

UG & PG Programme

The Institute offers the following post-graduate courses and Honours courses at the undergraduate level. The duration of each UG programme is of 06 semesters and PG programme is of 04 semesters. Each academic session is divided into 2 semesters. The applicant may opt for any one of the Honours subject and one Subsidiary subject from the scheme mentioned below for UG Programme. The Foundation Course is compulsory for all students at undergraduate level comprising of three components viz. General English, General Hindi and General Awareness.

Faculty wise Seat Distribution for UG and PG Courses

UG Programme	Honours	Subsidiary Options	No. of Seats Honourwise			Eligibility
			Allocation by Govt. of HE	Other State	NRI/ Payment	
B.A. Honours	Economics	English Literature/Psychology/Political Science/Mathematics/History/Hindi Literature/Sociology/Geography/Fashion Designing	36	04	04	10+2
	Economics	Management	36	04	04	10+2
	English Literature	Economics/History/Political Science/Psychology/Sociology/Hindi Literature/Geography/Fashion Designing	36	04	04	10+2
	Fashion Designing	Management	18	02	02	10+2
	Geography	Economics/Political Science/Sociology/Psychology/English Literature/Hindi Literature/History	36	04	04	10+2
	History	Economics/Political Science/Sociology/English Literature/Hindi Literature/Psychology/Geography	36	04	04	10+2
	Hindi Literature	Economics/Political Science/Sociology/English Literature/History/Psychology/Geography	36	04	04	10+2
	Political Science	Economics/History/Psychology/English Literature/Sociology/Hindi Literature/Geography	36	04	04	10+2
	Psychology	Economics/Political Science/Sociology/English Literature/Hindi Literature/History/Geography/Fashion Designing	36	04	04	10+2
	Sociology	Psychology/History/Political Science/Economics/English Literature/Hindi Literature/Geography	36	04	04	10+2
B.Sc. Honours	Biotechnology	Chemistry	36	04	04	10+2 (PCB)
	Chemistry	Mathematics/Computer Science	36	04	04	10+2 (PCM)
	Chemistry	Food Science & Quality Control	36	04	04	10+2 (PCM/PCB)
	Chemistry	Biotechnology	36	04	04	10+2 (PCB)
	Computer Science	Mathematics	36	04	04	10+2 (PCM)

UG Programme	Honours	Subsidiary Options	No. of Seats Honourwise			Eligibility
			Allocation by Govt. of HE	Other State	NRI/ Payment	
	Electronics	Mathematics	36	04	04	10+2 (PCM)
	Mathematics	Physics/Computer Science/Chemistry/ Electronics	72	08	08	10+2 (PCM)
	Physics	Mathematics	36	04	04	10+2 (PCM)
B.Com. Honours	Accounts	Management	126	14	14	10+2
	Management	Accounts	126	14	14	10+2

Post Graduate & M.Phil. Programme

Course	Subject	No. of Seats Honourwise			Eligibility
		Allocation by Govt. of HE	Other State	NRI/ Payment	
M.Phil.	Mathematics	09	01	01	M.Sc. Mathematics
M.A.	Economics	18	02	02	Graduates from any discipline
M.A.	English	18	02	02	Graduates from any discipline
M.A.	History	18	02	02	Graduates from any discipline
M.A.	Public Administration	18	02	02	Graduates from any discipline
M.A.	Political Science	18	02	02	Graduates from any discipline
M.A.	Social Work	18	02	02	Graduates from any discipline
M.Sc.	Biotechnology	18	02	02	B.Sc with Biotechnology
M.Sc.	Chemistry	18	02	02	B.Sc. with Chemistry
M.Sc.	Mathematics	18	02	02	B.Sc. with Mathematics
M.Sc.	Physics	18	02	02	B.Sc. with Physics
M.Com.	Commerce	18	02	02	B.Com./B.B.A.

VOCATIONAL & SKILL DEVELOPMENT COURSES

Along with the regular courses the students can simultaneously opt for the following short-term courses which will be a 'value addition' to their profile. Admission in the short-term courses is open to all irrespective of their educational or institutional background.

S. No.	Courses Offered
PG Diploma Courses	
1	P.G. Diploma in Statistical Analysis & Computations (PGDSAC)
2	P.G. Diploma in Retail Management (PGDRM)
3	P.G. Diploma in Personnel Management & Industrial Relations (PGDPMIR)
4	P.G. Diploma in Computer Application (PGDCA)
5	P.G. Diploma in Hostel Management (PGDHM)*
Diploma Courses	
1	Diploma in Financial Services (DFS)
2	Diploma in Human Resource Development (DHRD)
3	Diploma in Communicative English (DCE)
4	Diploma in Counseling Psychology (DCP)
5	Diploma in Industrial Work & Management System (DIWMS)
6	Diploma in Retail Management (DRM)
7	Diploma in Statistical Analysis (DSA)
8	Diploma in Taxation (DIT)
9	Diploma in Creative Arts (DCA)
10	Diploma in Computer Application (DCA)
11	Diploma in Tourism & Hospitality Management (DTHM)
12	Diploma in Media Aesthetics (DMA)
13	Diploma in Forensic Science (DFSc.)
14	Diploma in Hostel Management (DHM)*
Certificate Courses	
1	Certificate Course in English Creative Writing (CECW)
2	Certificate Course in Genomics & Integrative Biology (CGIB)
3	Certificate Course in Prayojanmoolak (प्रयोजनमूलक) Hindi (CPH)
4	Certificate Course in Embedded System (CES)
5	Certificate Course in VLSI Design (CVD)
6	Certificate Course in Electronics PCB Design and Circuit Applications (CEPDCA)
7	Certificate Course in Power Electronics & PLC (CPE)
8	Certificate Course in Instrumentation & Electronic Maintenance (CIEM)
9	Certificate Course in Research Methodology (CRM)
10	Certificate Course in Cyber Security (CCS)
11	Certificate Course in Psychology 'Well Being' (CPWB)
12	Certificate Course in Cryptography (CCC)
13	Certificate Course in French Language (CFL)
14	Certificate Course in Hostel Management (CHM) *
Training Programmes	
1	45 Hours Training Programme in Food Processing & Preservation + CRM
2	30 Hours Training Programme in MATLAB + CCS
3	30 Hours Training Programme in SPSS
4	30 Hours Training Programme in Tally
5	30 Hours Training Programme in Traditional Art
6	30 Hours Training Programme in Horticulture
7	CII-IWN-IEHE Finishing School
Special Courses	
1	Foundation Course in Civil Services Examinations (FCCSE)
2	Foundation Course for Common Admission Test (FCCAT)

* Only for IEHE Hostel Girls

Vocational Courses: At a glance

SN	Course	Seats	Credits/Hours of total learning	Duration	Fees Rs.		Eligibility
					Gen.	SC/ST/OBC	
1	PGDSAC	30	60/900 Hrs	1 year	10,000/	7500/	UG+10+2 (Maths) pass
2	PGDRM	30	60/900 Hrs	1 year	10,000/	7500/	UG pass
3	PGDPMIR	15	60/900 Hrs	1 year	10,000/	7500/	UG pass
4	PGDCA	15	60/900 Hrs	1 year	10,000/	7500/	UG pass
5	PGDHM	for Girls Hostel only			800/ for all		UG pass
1	DFS	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
2	DHRD	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
3	DCE	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
4	DCP	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
5	DIWMS	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
6	DRM	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
7	DSA	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass (Maths)
8	DIT	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
9	DCA	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
10	DCA	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
11	DTHM	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
12	DMA	30	40/600 Hrs	1 year	8000/	6000/	10+2 pass
13	DFSc.	30	40/600 Hrs	1 year	8000/	6000/	10+2 (Sc./Law)
14	DHM	for Girls Hostel only			800/ for all		10+2 pass
1	CECW	15	10/150 Hrs	4 months	2500/	1875/	10+2 pass
2	CGIB	15	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
3	CPH	15	10/150 Hrs	4 months	2500/	1875/	10+2 pass
4	CES	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
5	CVD	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
6	CEPDCA	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
7	CRM	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
8	CIEM	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
9	CPE	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
10	CCS	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc./Law)
11	CPWB	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass
12	CCC	30	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
13	CFL	15	-	4 months	7000/for all		10+2 pass
14	CHM	for Girls Hostel only			800/for all		10+2 pass
1	FPP	45 hours training programme			1000/for all		10+2 pass
2	MATLAB	30 hours training programme			1000/for all		10+2 pass (Sc.)
3	SPSS	30 hours training programme			1000/for all		10+2 pass
4	Tally	30 hours training programme			1000/for all		10+2 pass
5	Traditional Art	30 hours training programme			1000/for all		10+2 pass
6	Horticulture	30 hours training programme			1000/for all		10+2 pass
7	Finishing School	30 hours training programme				500/	10+2 pass
1	FCCSE	50	100Hrs	1 year	2500/	1875/	10+2 pass
2	FCCAT	30	100Hrs	1 year	2500/	1875/	10+2 pass

Note:

- In addition to the course fee, non-IEHE students will have to pay Rs 1000/- as refundable Caution Money as well as Rs 100 for their Identity Card. (Nonrefundable)
- Students from SC, ST and OBC (non-creamy layer) categories can avail a rebate of 25% in the course fee except Training Programme.
- Offered Courses will start from 1st August 2017.
- Submit printout of admission form and fee with relevant documents, 2 photographs to vocational cell, IEHE.

Admission Guidelines for Undergraduate Program – First Semester (2017-18)

The Institute, in principle, follows the rules and guidelines of the Department of Higher Education, Govt. of Madhya Pradesh issued for the relevant academic session, availing its autonomy.

- **Admission Process**

As per Admission Guidelines issued by Govt. of Higher Education MP.

- **Allotment of Subsidiary Subject**

Applicants will be provisionally admitted in the Honours subject for which they have undergone the counseling process and deposited the prescribed fees. Along with the Honours subject, one Subsidiary subject should be opted for any undergraduate programme. The Subsidiary subject will be allotted during the counseling keeping in view the preference of applicants, available seats and respective order of merit. The Subsidiary subjects associated with a particular Honours subject have been indicated in the course details given in the prospectus of the concerned academic session.

A Subsidiary subject will be allotted only when a particular combination of Honours and Subsidiary subjects has at least 10 admitted students. The Institute reserves its discretion to allot/change Subsidiary subject of a student if the above criteria is not fulfilled.

- **Eligibility**

- **Academic Qualification:**

- A minimum of 60% marks in 10+2 examination of a recognized board is the basic eligibility. A relaxation of 5% to applicants from Schedule Caste (SC), Scheduled Tribes (ST) and Physically Challenged categories will be given.
- Students from the Science stream may apply for Honours subjects in the faculty of Science, Commerce and Arts; students from Commerce stream may apply for subjects in faculty of Commerce and Arts and students from Arts stream may apply for subjects of Arts faculty only.
- 10+2 students of M.P. Board with additional qualification of Vocational Courses of any of the allied subjects of Science like Laboratory Science, Medicine Management & System Analysis, Clinical Biochemistry, Micro Biology and Management System, Computer related subjects, Printing of Data-processing, DTP Package Programming, Workshop Practice conducted by MP Board of Secondary Education will be eligible for admission only on the submission of the relevant eligibility certificate issued by the Barkatullah University. In case of any contradiction or discrepancy regarding eligibility, the eligibility certificate issued by the University would be final and binding.

- **Maximum Age**

Category	Maximum Age as on 01.07.2017	
	Boys	Girls
<i>Unreserved</i>	23 years	No age bar
<i>SC, ST & OBC</i>	26 years	No age bar
<i>Physically Challenged (PH)</i>	30 years	No age bar

○ **Domicile**

- 10% seats in each Honours subject will be reserved for students from other states. A domicile certificate of the concerned state should be produced for availing this facility. Admission will be given only those students who have passed 10th or 12th from outside the state. On all other seats admission will be accorded first to the domicile applicants of M.P. or those whose parents are posted in M.P. as an employee of Central Government, Nationalized Banks and Professional Organisations of Central Government.

● **Reservation**

The Reservation Policy of the State Government is strictly followed by the Institute for the following categories. The details are available in the Guidelines for Admission issued by the Department of Higher Education, Govt. of M.P. Important highlights are cited below:

Category	Reservation %
<i>Scheduled Caste *</i>	16%
<i>Scheduled Tribes *</i>	20%
<i>Other Backward Classes (Non Creamy Layer)</i>	14%
<i>Wards of FF, Defence Personnel, Central Armed Forces etc. (Plase see Govt. rule for details)</i>	3%
<i>Physically Challenged (PH) (in each category)</i>	3%
<i>Girls (in each category)</i>	30%

Note: * SC & ST seats are interconvertible

● **Weightage as per Government Rules regarding NSS, NCC, Sports, Co-curricular Activities**

- Weightage will be given only for determining the order of merit. It cannot be availed for obtaining the minimum eligibility requirements of marks. Weightage can be claimed only on one certificate. Applicants are therefore advised to stake their claim on the certificate which will fetch them the maximum weightage. If the weightage claimed is incorrect, the applicant might be disallowed from attending the counseling. The weightage certificate (if required) should be duly countersigned by the relevant authority (as mentioned in the Govt. rules). **Such a certificate MUST be produced at the time of counseling, failing which the claimed weightage will not be considered.**
- Wards (Son/Daughter) of the Employees of Higher Education, Govt. of M.P. will be entitled to 5% weightage in addition to the weightage for NSS/NCC/Sports/Co-Curricular activities as mention above (in any one category).
- Students who have passed the honours course and eligible for admission in post graduate class in the same subject are entitled to 10% weightage.
- For outstanding applicants with undermentioned required eligibility there is a provision for direct admission (out of merit). Such applicants must fill the online admission form and report to the Professor in-charge (Admissions) on the date of first counseling.

Required Eligibility (as per Govt. rules):

- 1) **NCC Best Cadet on National Level**
- 2) **Participation in National or International Level organized by Olympic/Asiad/ Sports Authority of India/SGFI**

- Weightage can be claimed on the certificates obtained during last 4 consecutive years at school level. Important information regarding weightage is given below:

Details of Additional Weightage

Select the stream/activity in which you are eligible to claim maximum weightage. The last four consecutive sessions at school level will be taken into account.

(Ref: Clause 12.3 and 13 of M.P. Govt. admission rules)

Name of Stream	Weightage percentage (%)
Physically Handicapped (within FF/Martyr/Def Category) <i>Note: For claiming this weightage, please select “Others” from the dropdown menu while selecting “activity” for additional weightage.</i>	10
Name of Activity	Weightage percentage (%)
NCC/ NSS/ Scouts (Scouts Guide/ Rangers)/ Judo-Karate/ Red Cross	
NCC/NSS ‘A’ Certificate	2
NCC/NSS ‘B’ Certificate OR 2 nd level pass Scouts	3
NCC/NSS ‘C’ Certificate OR 3 rd level pass Scouts	4
State level (Directorate) NCC Competition	4
Participated in RDC, New Delhi as a member of MP NCC/NSS Contingent	5
Governor Scout	5
President Scout	10
Best NCC Cadet of MP	10
Recipient of The Duke of Edinburgh's Award as NCC Cadet	15
Participant Cadet of Youth Exchange Program between India and	15
Selection in International Jamboree in NCC/NSS	10
Excellent Activity Certificate by Indian Red Cross Society	2
Judo/Karate-Yellow Belt	2
Judo/Karate-Brown Belt	3
Judo/Karate-Black Belt	4
Inter District/Division Level Competitions organized by DPI or Inter Division/Regional Level Competitions organized by CBSE	
(1) I, II, III position holder team members	2
(2) I, II, III position holder individual event	4

Name of Activity	Weightage Percentage (%)
Inter Division/State Level Competitions organized by DPI Or Inter Regional/National level Competitions organized by CBSE Or Regional Competitions organized by Parliamentary affairs ministry GOI	
(1) I, II, III position holder team members	6
(2) I, II, III position holder individual event	7
(3) Competitor Representing Division	5
National Competition Organized by AIU, Ministry of Parliamentary Affairs, GOI	
(1) I, II, III position holder team members	12
(2) I, II, III position holder individual event	15
(3) Competitor Representing Region	10
Participants of selected team for youth/science/cultural Exchange Program between India and Foreign Countries under areas of Culture/Literature/Science/Arts	10
National Competitions organized by Sports Unions Authorities recognized by Government of M.P.	
(1) Representative members of M.P. team	10
(2) I, II, III position holder of MP team members	12
Migrants of J&K and their dependents	1
Special Encouragement:	
1) NCC Best Cadet on National Level 2) Participation in National or International Level organised by Olympics/Asiad/Sports Authority of India/SGFI Remark: Code 37 Weightage 99 % means student has outright for admission without merit if the student fulfil the eligibility criteria.	Outright

- Change of Faculty/Subject**

For seeking admission to the UG program, if an applicant changes his/her faculty of 10+2 level, a reduction of 5% of the obtained marks will be made for the calculation of marks for determining the merit.

However, admitted students will be allowed to change their subject/faculty following the prescribed procedure and schedule subject to vacancy, eligibility and order of merit.

- **Vocational Courses:**

Skill development has been considered an integral part of higher education. Keeping it in consideration Institute is providing opportunity to join add-on courses of various nature and duration to enhance employability of students. For more details, students can visit vocational course list on www.iehe.ac.in.

For getting admission in any vocational course online admission form is available at the above website. Also online fee can be submitted by SBI Collect on IEHE website.

CHANGE OF SUBJECTS FOR ADMITTED STUDENTS:

- Admitted undergraduate students will be allowed to apply online to change their Honours and Subsidiary subjects. Changes will be allowed in order of merit, according to eligibility and the available vacancy in the demanded subject.
- A Subsidiary subject will be allotted only when a particular combination of Honours and Subsidiary subjects has at least 10 admitted students. The Institute reserves its discretion to allot/change Subsidiary subject of a student if the above criteria is not fulfilled.

Other Necessary Information

- All necessary information will be provided on the website of the Institute. No separate communication will be made with the applicants. Institute will not be responsible for any loss of information. Candidates are therefore advised to regularly visit the institute's website for news update.
- In case of any ambiguity in these guidelines, the rules of the state government will prevail.
- Helpline numbers/e-mail will be provided by the Institute on its website and the applicants may avail of these facilities for seeking any information regarding admission.
- **Girl students** needing Hostel facility, a separate form, available at the Institute's office should be filled **if admitted**. Hostel will be allotted in order of merit and in keeping with the Government's reservation policy/ rules.
- Candidates may produce the internet copy of their 10+2 marks-sheet if the original marksheets are awaited from the concerned school.
- Self attested photo copy of documents will be sufficient in keeping with the guidelines of State Government.

- Provisionally admitted students whose results were awaited but have eventually failed will be entitled to a fee refund after the deduction of procedure fee of Rs.100/-
 - 10 % seats will be reserved for candidates from outside MP and admission will be granted on producing a domicile certificate from the migrating state in addition to a police verification report, an undertaking and eligibility certificate from the university.
 - The university rules may mandate some candidates to submit an eligibility certificate and migration certificate within the prescribed time limit.
 - **To promote global exchange, admissions are open to foreign nationals subject to the required permission from Governments & Agencies.**
 - **Fee structure for the Foreign Nationals will be notified later. As of now fee would be accepted only in Indian currency.**
 - Admission to the candidate whose guardian (as per the M.P. Govt. Admission rules) is under transfer will be given admission only in the event of vacancies and provided the candidate has secured admission in any of the affiliated college of M.P. A copy of the transfer order along with the joining report should be submitted therein.
 - Full Time Govt./Private employee will not be eligible for regular admission. Part time employee will have to submit an NOC from their employing authority.
 - Candidate with criminal record and proven acts of any indiscipline will not be entitled for admission. In case of any disciplinary and criminal activity in the post admission period the decision regarding his/her continuance at the Institute would rest with the Director.
- **Candidates charge sheeted for vandalism and ragging will not be eligible for admission under UGC regulation no. F-1-16/2007(CPP 11) April 2009. The Zero Tolerance Policy in relation to ragging will be applicable as per the Higher Education Department Letter No. 829/469/आउशि/शा-1 / 08 dated 18 June 2008.**
- If any candidate is found to have secured admission through fraudulent means or through suppression or misrepresentation of facts or through a mistake or oversight, his/her admission will be cancelled at any stage of his/her study in the Institute.
 - If a student remains absent for more than a week without prior information to the concerned Head of the Department his/her admission is liable to be cancelled.

- On quitting the Institute after admission or in the event of cancellation of admission /expulsion only the caution money would be refundable.
- In the event of admission during the first semester July to November to any Technical /Professional Course of any recognised Indian University/Institute the relevant proof of the admission should be produced for securing refund of the deposited fee after the deduction of procedural fee of Rs.100/-. In case of self- financing courses only the caution money will be refundable.
- Any dispute and consequent legal proceedings will be subject to the jurisdiction of Bhopal only.

LIST OF DOCUMENTS TO BE SUBMITTED AT THE TIME OF VERIFICATION/ADMISSION:

- Original & Self-attested copies of Qualifying Examination (10+2)
- Mark sheet of class X as a proof of Date of Birth
- Original Transfer Certificate
- Migration Certificate
- Caste Certificate (if applicable)
- Category Certificate (if applicable)
- Character Certificate
- Below the Creamy Layer Certificate for OBC candidates seeking reservation
- Domicile Certificate
- Eligibility Certificate (if required)
- NSS/NCC Certificate
- Sports/Co-curricular Achievement Certificates
- 2 Passport sized coloured photographs
- Affidavit for Anti Ragging/ Payment seat & students from outside M.P
- Police Verification Certificate (for candidates from out of M.P.)

(Note: Two sets of self-attested copies and the originals will be required at the time of verification/admission.)

Relevant documents for seeking reservation and weightage must be compulsorily produced at the time of verification/admission.

Admission to other Semesters of Undergraduate Programme

- A candidate who has passed the First and Second semesters of an Undergraduate Course may be admitted to the third semester of the same course, subject to the availability of seats. But, in such cases the candidate will have to clear all the papers of the first and the second semesters along with those of the Third and the Fourth semesters respectively.
- An admitted student may be given provisional admission to the next semester with the specific understanding that the student shall clear the previous semester backlogs as per provisions appearing therein. Such a student, in the mean-time, may pursue his/her studies for the next higher semesters and appear in examinations for the same along with the examination of lower semester.
- Admitted students placed in ATKT in I & II semester shall have to appear and clear these ATKT papers along with their III & IV semester paper respectively. Student failing to secure the qualifying marks (minimum 36% in each paper and aggregate of 48%) in I & II semester examination will not be admitted in the V semester. Similarly, the students placed in ATKT in III & IV semester shall have to appear in these ATKT in their V & VI semester respectively.

Admission to NRIs/Payment Seat

Admission will also be granted to Non-Resident Indians (NRI) and Foreign nationals subject to the relevant rules/instructions of Govt. of Madhya Pradesh in the first year of above mentioned Honours Degree and Post-graduate courses provided the candidates produces/submits the following documents at the time of admission:

- a. Students Visa
 - b. Eligibility-certificate of Barkatullah University, Bhopal.
 - c. Scholarship holders have to obtain no-objection certificate from Embassy of the country of which the candidate is a national.
 - d. Medical-Certificate of Medical-Board of Government of Madhya Pradesh, Bhopal.
 - e. Police Verification Report from the Home Department, Government of Madhya Pradesh, Bhopal.
- 10% of total seats in each course are reserved for NRI/Foreign students. In case these seats remain vacant, they will be made available as payment seats. However, the criteria of eligibility for admission will not be relaxed even for the payment seats. The NRI fee structure will be retained. Admission will be provided on the basis of merit list prepared for payment sheet separately.

- NRI students/students admitted on payment seats will have to abide by the fee structure applicable to NRI/Payment seats for all the three years of the Degree Course.

Note: On all other issues related to admission the guidelines/rules of the State Govt. will be applicable.

Fee Particulars

- Fee should be deposited by the mode and procedure prescribed by the Institute.
- The fee structure may be revised if need be, in the subsequent academic sessions.
- Except otherwise stated in these guidelines, fee once paid will not be refunded. A student who withdraws from the Institute has to pay the fee provisioned for the entire semester. Transfer certificate will be issued only when all the dues are settled.
- University Fee such as: (i) Enrolment Fee, (ii) Migration Fee (iii) Degree Fee (iv) Other fees as prescribed by Barkatullah University are payable in addition to the Institute's Fee.
- For Fee Structure please refer to Annexures.
- **Caution money will be refundable in or within 3 years of student's exit. Any claims thereafter will not be entertained (Original Receipt compulsory).**

Classes for Regular students of Previous Session 2016-2017

Students of the Institute who have passed or have been placed in ALLOWED TO KEEP TERM (ATKT) category in the Second/Fourth Semester Examinations of various courses conducted by the Institute in **May, 2017**, should start attending the next higher class with effect from **3rd July, 2017**. The time table for the academic session **2017-2018** will be displayed on the Notice-Board on **30th June, 2017**.

Students of Third and Fifth semester should positively deposit their fees latest by **15th July 2017**, failing which they will be fined @ Rs 100/- First week, Rs. 200/- Second Week and Rs.500/- Third Week. Teaching will commence from **3rd July 2017**.

Note:

- In case of any doubt or dispute regarding admission, the decision of the Director of the Institute will be final and binding.
- For all matters pertaining to admission, the candidates/guardians are advised to contact **Dr. Sharda Gangwar, Professor In-Charge Admission.**

TEACHING METHODOLOGY

The objective of the Institute is to initiate the students into the basics of the subject and develop in them a spirit of reasoning and an analytical outlook. For this, regular lectures are supplemented with group discussions, seminars, live-projects and tutorials for students. To facilitate these activities, the faculty is always available for guidance.

Some notable practices at the Institute:

- Lectures by domain experts from Science, Management, Commerce, Administration Humanities, etc.
- Lectures on personality development, improving communication skills, art of presentations and workshops.
- Mock interviews to groom students for various competitive exams.
- Orientation lectures relating to various competitive exams.
- Computer Awareness (practical paper) in lieu of General Awareness in one of the semester is compulsory for all students.
- General Knowledge/Current Affairs Test is compulsory for all the students.
- Students are guided and encouraged in the participation and rendition of PowerPoint presentation on interdisciplinary topics using multimedia projectors and laptops.
- Regular educational excursions, industrial visits, heritage walks and job-trainings are a part of out of the box learning.
- Summer & Winter Internships during semester breaks is a regular feature.

Compulsory Uniform and I/c

The uniform is compulsory for all students. This comprises of:

- For **Boys**: Trouser (**Grey**), Full Sleeves Shirt (**White**), Tie (**Maroon**).
- For **Girls**: Salwar, Dupatta (**White**) and Knee Length Kurta (**Dark Grey**).

Wearing of tie is compulsory for boys except from 15th March to 20th May. Violation of the dress code is considered to be an act of indiscipline and is therefore punishable. Boys & Girls should strictly follow the specified uniform. Any embroidery or embellishments or variation in the uniform is not allowed. Designer shirts, Salwar, Chunni, Chudhidar should not be worn. A fine of Rs.100/- per day will be imposed initially and Rs.200/- per day in subsequent violations of proper uniform.

In addition, all the students, including students of vocational courses must wear their identity cards during their stay in the campus.

Medium of Instruction

The medium of instruction in the Institute is English, but students are free to use Hindi/English for answering question papers. The students are however groomed to have a command over both written and spoken skills in English as well as in Hindi.

Institute Timings

Class Timings

The class time table is scheduled between **8.00 am to 5.30 pm** Monday to Saturday. The timings may be changed or revised as per the requirements.

Library Timings

The library is open from Monday to Saturday from **08:00 am to 5:30 pm** for all students and staff members. Hostel students can avail of the library facility in the evening also.

Office Timings

The Institute office is open from 10:30 am to 5:30 pm except on 2nd and 3rd Saturday of every month.

Discipline

- Candidate with criminal record and proven acts of any indiscipline will not be entitled for admission. In case of any disciplinary and criminal activity in the post admission period the decision regarding his/her continuance at the Institute would rest with the Director.
- **Candidates chargesheeted for vandalism and ragging will not be eligible for admission under UGC regulation no. F-1-16/2007(CPP 11) April 2009. The Zero Tolerance Policy in relation to ragging will be applicable as per the letter No. 829/469/आउशि/शा-1/08 dated 18 June 2008 of the Higher Education Department.**
- If any candidate is found to have secured admission through fraudulent means or through suppression or misrepresentation of facts or through a mistake or oversight, his/her admission will be cancelled at any stage of his/her study in the Institute.
- If a student remains absent for more than a week without prior information to the concerned Head of the Department his/her admission is liable to be cancelled.
- Students should maintain discipline inside the class as well as within the campus premises.
- It is mandatory for students to come in uniform otherwise they are liable to be fined.
- Students should read the notice board regularly, to keep themselves updated on the day to day events of the Institute.

- All students of the Institute are given Identity Cards. It is compulsory for every student to have the Identity Card with him/her in the Institute, failing which disciplinary action may be taken against the student. At the time of leaving the Institute, the Identity Card has to be surrendered along with the application for a Transfer Certificate, for record. The IC, once issued, will remain valid for the duration of the course to which a student has been admitted.
- **Acts of misbehavior, chewing of tobacco, smoking or intake of any kind of intoxicants within the premises is strictly prohibited.**
- Students are permitted to use mobile phones within the campus. Use of mobile phones for entertainment is strictly prohibited. The mobile phones will be seized if the rule is violated.
- No excursion, picnics, meeting or any other get together can be organized without the prior permission of the Director of the Institute. The Institute will not be held responsible for any untoward incident that may happen on an excursion, a picnic or a tour. When an application for permission is submitted it will be presumed that the students have taken previous permission from the parents/guardians to join the party.
- **Carrying of arms and weapons is a punishable offence.**
- **A student can be fined/suspended or rusticated for an act of indiscipline.**
- **In all disciplinary matters, the decision of the Director of the Institute will be final and binding.**

As per UGC Regulations for curbing the menace of ragging in higher educational institutions, 2009 under Section 26(1)(g) of the University Grants Commission Act, 1956 Ragging is strictly prohibited and is a punishable offense. The regulation mandates every student and their guardian to submit duly signed affidavit to this effect along with the admission form.

Examination System

The Institute has devised and is gradually evolving a pattern which lays more emphasis in using examination as a tool for involving students closely in the teaching and learning process and familiarizing themselves with the various modes of competitive examination as also to ensure credibility in the examination system.

This system has several distinctive features like:

1. Evaluation of each theory paper through ‘continuous evaluation’ as well as the traditional ‘external evaluation’. 50% marks are reserved for continuous evaluation. The category wise distribution of marks is as follows:

a) Semi surprise class test	25 %
b) Quiz/Classroom-teaching/Group-Discussion/Seminar	10 %
c) Assignments/Dissertations/Case-Studies/Project-work	10 %
d) Attendance in the class	5 %
2. Answer books of continuous assessment are shown to students for future improvement and their doubts are resolved and queries answered.
3. Students securing less than 20% marks in each subject and overall aggregate less than 36% in continuous evaluation are not allowed to appear in external examination.
4. Only 15% attendance will be condoned on medical grounds. Only the certificates which are submitted immediately after coming back from the medical leave will be accepted.
5. 75% attendance is compulsory to be eligible for the external examination.
6. The external evaluation is divided in three parts, namely objective questions in ‘Part-A’ to test the memory retention of students, short answers in ‘Part-B’ to test the power of expression in a precise manner and finally ‘Part-C’ which has long answers to test the descriptive abilities.
7. There is a provision for ATKT (Allowed to Keep Term).
8. Students have to secure at least 48% in aggregate and not less than 36% in each paper to be declared successful.
9. Re-totaling of marks is barred since results are declared after a thorough manual/computerized checking. However, students can apply for revaluation after depositing the requisite fee.
10. The answer books of paper wise toppers are displayed in the library for students and anyone can obtain a photocopy of the answer book on payment. Any student of the Institute can

obtain the photocopy of his own answer book or of any other student on payment of Rs 200/ per answer book.

11. A student shall be given not more than two attempts to appear in full semester examination and maximum period of five years to complete the course at UG level & three years at PG level.

Thus the system is:

- transparent,
- free from examination anxiety,
- has a feedback mechanism,
- offers an evaluation mechanism which runs throughout the semester, and
- Involves the students in the evaluation process, so as to re-establish credibility in the examination system.

Special ATKT Examination

The Institute will hold a special ATKT examination at the end of the sixth semester, soon after the declaration of the result of the sixth and final semester examination to enable the ATKT candidates of that batch (sixth semester) only to clear the backlog.

Promotions

Promotion to next semester will be considered only after the student has submitted his/her examination form and has paid the examination fees in time.

Promotions are granted on the basis of performance of the student throughout the semester. The results are declared at the end of each semester. ATKT is awarded to the students in those papers in which they fail to secure qualifying marks.

Candidates placed in ATKT in First & Second semester shall have to appear and clear in these ATKT papers along with their Third & Fourth semester papers respectively. Similarly, the candidates placed in ATKT in semester Third & Fourth semesters shall have to appear in these ATKT papers along with their Fifth & Sixth semester papers respectively.

A candidate failing to secure the qualifying marks (minimum 36% in each paper and aggregate 48%) in First & Second semester examination will not be admitted in the Fifth semester. There will be a year back in such cases.

FACILITIES

- **Infrastructure**

The Institute has Computerized Library, Smart Classrooms, Well equipped Laboratories, Computer Labs, Seminar hall, Sports Complex, Two Girl Hostel with amenities like TV, Washing machines & Geysers, Water coolers, Solar light & water heaters, Invertors etc., besides an office complex the Confidential section and canteen on its campus. Parking slots for students and faculty have been extended to accommodate the growing demand. An Academic Block with 29 classrooms, Chemistry Lab, Computer Lab/Language lab, Sports Complex & Girls Hostel Block with single seated 79 rooms and double seated 14 rooms.

- **Administration through IT enabled services**

ICT Interventions

- Dynamic website and Portal
- Online Admission
- Online Fee Collection
- Online generation of salary bills
- Online entry of internal assessment credentials (Attendance & Marks) viewable at student's portal.
- Development of IT Infrastructure
- Make Available High Speed Internet Line/Leased Line for easy access of Internet in the Institute.
- Wi-Fi Campus
- Linkage with NKN, India
- Linkage with EDUROAM service of ERNET, India
- Educational System Software for IEHE (Intranet/Internet Based)

- **LIBRARY**

Library Facilities and Services

- The new digital state of the art library is equipped with over about 26,319 books (16,100 titles) on different subjects and subscribes to a number of periodicals, national/state newspapers (10), magazines (16) and journals (20), books on self-development & motivation besides an extensive array of reference material and books on competitive exams, unsolved papers and answer books of paper wise toppers of the Institute.
- An Internet Zone is functional to enable the students to avail of membership of the 'National Library and Information Services Infrastructure for Scholarly Content' (N-list). The N-list programme provides excess to more than 2100 e-journals and more than 55100 e-books.

Circulation rules of library:

- Two books are normally issued for a fortnight except reference books, journals and periodicals. At a time, a student can borrow only one book for honours and one for subsidiary subject respectively.
- Textbooks with single copy will not be issued.
- Student can reserve their demand for a particular book in case it is already issued.
- Library can summon the borrower to return the book before the due date.
- The book should be returned within 15 days from the date of issue. If delayed a fine of Rs.2/- per day per book would be charged.
- In case of loss of Library cards, readers have to pay Rs. 25 for barcode Library membership I.D. Card.

Library services:

- Reprographic services.
- Internet Facility.
- Database search through INFLIBNET.
- Current awareness service. (Display of new books, Monthly list of new books pasted on the notice board).
- Circulation services (Issue-Returned of books).
- Reference service (Personal & Group).
- Book bank facility for the student of the weaker section of the society.

• HOSTEL

- There is a 138 seated girl-hostel in the Institute campus to house outstation students.
- Only girls students residing outside Bhopal will be eligible for admission in the hostel.
- The students desirous of admission have to apply in the prescribed form.
- Admission will be granted on merit basis & in compliance with reservation rules/ policy of the State Government.
- Student admitted in the hostel will be required to pay the hostel fee as given in the hostel prospectus.
- A Hostel mess is functional round the academic year and mandates a compulsory membership of all the hostellers (Refer to mess rules given in hostel prospectus).
- For overall supervision of the hostel, a hostel management committee is constituted every year under the senior Professor of the Institute. The superintendent of the hostel, Prof. In charge of Mess and Hostel Manager constitute the committee.
- Hostellers have to abide by the rules and regulations given in the hostel prospectus.
- A system of weekly visits by a lady doctor for a routine checkup of inmates exists.
- Regular morning YOGA class is compulsory for all the hostellers.

- In keeping with the objectives of UGC for empowerment of women and in compliance with the directives of the state Government for skill development among hostel girls the Institute has introduced a **100% practical training oriented 900 hours course Hostel Management**. The curriculum includes training programmes on Horticulture, traditional arts, crafts etc. in addition to the management module. In the first year the Hostel girls will be entitled for **Certificate in Hostel Management (CHM)**, in the second year for **Diploma in Hostel Management (DHM)** and on the completion of third year they will be entitled for **P.G. Diploma in Hostel Management (P.G.D.H.M.)** It is an innovation which is first of its kind in India which will be helpful and beneficial to the students in their future life.

• PARKING FACILITY

Parking slots for students and the faculty have been upgraded and increased to accommodate the growing numbers. Students are facilitated to use parking space and are instructed to use helmets compulsorily.

• STUDENTS SUPPORT SERVICES

- Career Guidance Counselling Cell** aids students in exploring new opportunities and channeling their interests according to their aptitude. **In the session 2016 -17 the cell conducted approx 12 workshops & trainings on Communication Skills, Tally, Cyber Security, Photoshop, Coreldraw, Organic Farming, Soil and Water Testing, Markets & Management Skill, etc.**
- The Placement Cell**, instituted in the academic session 2002-2003, has been successful in placing a number of students. A number of students still in their final year secure placements in reputed companies through the Institute's Placement Cell. **In the session 2016-17 several students found lucrative placements, namely, TCS-46, AON-21, Concentrix Daksh-76, Profit Vista-30, L&T Technical-03, Capgemini-08 etc.**
- There is a 138 seated Girl's Hostel** for out-stationed students and 100 seated boys hostel is under construction which may be allotted in the session 2017-18. A lady doctor visits the hostel every week and is also available on special request. Yoga classes are held in the hostel every morning. **Hostellers of the academic session 2017-2018 will be allowed to stay in the hostel with effect from 1st July, 2017.** In keeping with the objectives of UGC for empowerment of women and in compliance with the Directives of the State Government for skill development among hostel girls, the Institute has introduced a 100% practical training oriented 900 hours course in Hostel Management. The curriculum includes training programmes on horticulture, traditional arts, crafts etc. in addition to the management module. In the first year the Hostel girls will be entitled for Certificate in Hostel Management (CHM), in the second year for Diploma in Hostel Management (DHM) and on the completion of third year they will be entitled for P.G. Diploma in Hostel Management (P.G.D.H.M.) It is an innovation which is first of its kind in India which will be helpful and beneficial to the students in their future life.
- Group Insurance Scheme** exists for students of the Institute since session 2005-2006. The scheme covers all the students for accidental treatment and risk to life of the students and

guardian. The Insurance Scheme is currently provided by **the United Insurance Company Ltd.** Details about the Group Insurance Scheme can be obtained from the Institute's Office.

e. Research Funding to students

- To promote research endeavor, the Institute will provide financial assistance to aspiring applicants.
- The Academic Committee will be the Nodal Agency.
- The proposal detailing the particulars of Seminar/Conference duly forwarded by the concerned Head of the Department should be submitted to the Academic Committee.
- A copy of the accepted Research Paper should be enclosed along with the application form.
- The duly filled application form must reach the Academic Committee at least 10 days prior to the scheduled date of the Seminar/Conference.
- Participation in the Seminar/Conference mandates the prior permission of the Director on the recommendation of the Academic Committee.
- Students can avail the financial assistance only once during an academic session.
- Daily allowance and travelling allowance will be payable as per the rates approved by the Executive Committee, which are as follows:
 - At the local level – Rs. 100/- per day
 - For Seminar/Conference within the state and outside the state
 - Rs. 200/- per day with boarding facility
 - Rs 300/- per day without boarding facility
 - The rate of daily allowance or the actual expenses, whichever is lower will be payable. Students will be entitled to the rail fare of IInd Class Sleeper/Non AC bus fare. Daily allowance will include local conveyance allowance also.
- Students are entitled to a reimbursement of a maximum amount of Rs. 1000/- as registration fee.
- Applicants will not be entitled to any kind of advance. Payments will be made only for the sanctioned amount on the submission of relevant vouchers.
- Only five candidates found eligible will be entitled to financial assistance for each seminar. Preference will be given to Postgraduate students.
- Presentation of the research paper for the finalization of the proposal would be sought at the discretion of the Academic Committee.
- Students will be entitled to only financial assistance as per rules. Conveyance, Food, Security etc will not be shouldered by the Institute.

f. Student Welfare Scholarships

The Institute offers two kinds of Scholarships:

- (a) Institutional Scholarships & Awards
- (b) Government Scholarships

(a) Institutional Scholarships & Awards:

- (i) Merit-cum-means Scholarships**
Rs 5,000 per student whose parent's income is less than Rs.1,50,000
(20 applicants in order of Merit).
- (ii) Economic Assistance**
Rs 5,000 per student whose parent's income is less than Rs.1,50,000
(20 applicants in order of Merit).
- (iii) Merit Award:** This award can be given with any other scholarship -
Rs 2,000 for honours subject classes faculty toppers of Undergraduate,
Postgraduate & M.Phil. students.
- (iv) Dr N.P. Singh Memorial Award** of Rs. 5000/- per annum for faculty wise three
applicants (in order of merit) whose parent's income is less than 3.6 lacs per
annum, and the student is not getting any other scholarship or economic assistance
from any other source.

(b) Government Scholarships/Yojna:

- (i) Gaon ki Beti Yojna** (Rs. 5,000/- per annum per girl applicant) only for those
students who have passed Higher Secondary examination from the school situated
in rural area / Gram Panchayat / Janpad Panchayat. It will be given for three years
to eligible students who will mandatorily apply in 1st year. Renewal will take place
in 2nd & 3rd year after submission of the forms. This scholarship can be given
with any other scholarship.
- (ii) Pratibha Kiran Yojna** (Rs. 5,000/- per annum per girl applicant) Eligibility – 1st
division in class 12th, BPL category, school from urban area it will be given for
three years to eligible students who apply in 1st year of course. Renewal will take
place in 2nd & 3rd year after submission of the forms.
- (iii) Vikramaditya Yojna** (Rs. 2,500/- per annum per boy applicant of General
Category) Eligibility – 1st division in class 12th, annual income of parent less than
Rs. 56,000/-
- (iv) Nishakt Jan Scholarship** funded by *Samajik Nyay Vibhag* (Rs 200/- per month
per boy/girl applicant admitted to computer / Management Courses for M.P.
domicile and parent income up to Rs 01 lac.
- (v) Post Matric Scholarship** - for SC/ST/ OBC Minority and Nishakht, Ghumakkar
students.
- (vi) Awasiya Yojna** funded by *Adim Jati Kalyan Vibhag* (Rs 2000/- per month for
SC/ST students)
- (vii) Awagaman Yojna Bhatta** – Conveyance Allowance (Rs 5/- per day per girl
student – Rs. 500/- for 100 days and Rs 1000/- for 200 days only in one session)
can be given with any other type of scholarship/award.

Note:

- (1) Govt. Scholarships will be given as per Govt. rules. Application Forms will be available on website of IEHE Applicants can download forms and submit them by 31-07-2017.*
- (2) Students will be eligible for only one scholarship among all categories except Gaon ki beti yojna, Avagaman Bhatta.*

g. Other Highlights:

- **Degree Distribution** is a grand event usually held in January-February. Degrees are awarded to students of the preceding session and the best all-rounder is also awarded the Director's Medal in this ceremony.
- **Co-curricular activities** and extra-curricular activities are spread over the entire academic calendar. Debates, quiz, seminars and other cultural activities help bring out the innate talents of the students. The Annual function offers a cultural bonanza to the students and provides them a forum to exhibit and chisel their talents. Sports and adventure activities are regularly conducted prior to the annual functions.
- **NSS** students have to render 120 hours of community service to be eligible for certification. NSS camps and other projects instill a sense of social responsibility and a feeling of community service among the students. The session 2015-16 was marked by multifarious activities viz. Campus Plantation, AIDS Awareness Rally, Enactment of Message based Street Plays on Societal Issues of Common Concern, Free Distribution of Stationary Kit, Collaborative Training Programmes with Placement Cell, Vizits to Old Age Home, Cleanliness drives, Workshops & Short duration Camps, Voluntary Blood Donation Camps etc.
- Departmental festival is a milestone event which facilitates '**out of the box learning**'. The event spurs & initiates interest in the subject thereby mitigating the boredom of stereotyped learning. Through multifarious subject based activities & events the festival offers a platform to the students to show case their talents besides arousing their creative sensibilities & innovative abilities. It also prompts informal interaction between students, faculty & staff.
- **NCC** unit of 100 students has been sanctioned by Barkatullah University, Bhopal at the Institute.
- **Clubs** like Literary Club, Current Events Club, Cultural Activities Club, Internet Club Nature & Adventure Club, Social Service Club, Sports Club, Economics Club etc are functional and students are required to be members of at least one club.
- **Tutor-Guardian Scheme** exists to keep a record of the progress, problems or any other difficulty that the student might have. Parents are required to meet the concerned TG in the interest of their ward. T.G meetings are held on the third Saturday of September & March of the academic session.

- **Institute Magazine and Newsletter** chronicles the cultural, academic and overall activities of the Institute. Literary articles from the faculty and the students are an outstanding feature of the magazine. Departmental Newsletters updates the activities of the Departments.
- **Awards & Medals** are instituted to incentivize academics, sports & talents. Each year, the best all-rounder of the Institute is honored with the **Director's Medal**. The Director's Medal is awarded to the deserving students of final year of undergraduate degree course on the basis of academic, sports, co-curricular & extra-curricular activities. Toppers in each faculty & outstanding students with distinctive performance in academics, Sports, General knowledge *etc* are honoured with faculty sponsored **Memorial Medals** during Degree Distribution Programme.
- **Educational Excursions** are organized to different parts of country during the semester breaks.
- **Alumni & Parent Association** exists since session 2002-03. This association serves as a link between the ex-students and their alma-mater & aids the growth of the Institute by providing support to the Institute for placements, guest lectures, counseling and various workshops for the students.
- **Grievance & Redressal Cell** receives suggestions or complaints from the students as well as the parents, to effectuate improvements in every segment of administration. For this purpose, a complaint/suggestion box is installed. The redressal committee regularly reviews them for prompt action.
- **Women Counseling Cell** provides guidance regarding academic and job oriented schemes to girl students, conducts various awareness activities & organizes lectures and talks to disseminate information on social issues such as violence against women, creating awareness regarding women rights etc.
- **Canteen for students & staff** and mess facility for hostellers is available within the campus. A Stationary Kiosk is also functional in the campus.
- **Conveyance** is available for BHEL students. Institute bus can be arranged if more than 30 students avail of the bus facility.
- **Cost of lost books of library and any other damages incurred would be recovered from the caution money.**
- Railway concession facility may be availed by the student for visiting home town (native place of the student or the place where his/her parents/guardian reside) during the vacation. The certificate for Railway concession is valid for 14 days from the date of issue for outward journey and for four months for return journey. A separate order will be issued for each journey.
- Migration certificate will be issued by Barkatullah University, Bhopal on payment of a fee prescribed by the University.
- Duplicate TC/Mark sheet/I-card can be obtained on payment of Rs 100/-.

- Additional certificates demanded by the students will be given on a fee of Rs 50/-

Instruction for obtaining Exit documents

- For various documents/certificate required from the Institute students should submit their application in the office in the appropriate form along with all essential enclosures/documents to ensure prompt disposal of their cases. Ordinarily the applied document/certificate will be issued by the office on the third working day after the submission of application.
- For obtaining **refund of caution money** and Transfer Certificate, application must be submitted in prescribed proforma. Identify Card, original fee receipt and no dues certificate should be enclosed along with the application for refund of caution money. The caution money claue is made available along with the mark sheet. Mid-term quitters can obtain refund of the caution money by submitting an application in the prescribed proforma.

Alumni Association

- **Name of the Association**

This is the Association of the Students of the previous years from the establishment of this Institution who obtained Degree/Diploma/Certificate. This is known as the Alumni Association of the Institute.

- **Eligibility for Membeship**

After the establishment of the Institute, those who had their admission and had Degree/Diploma/Certificate of this Institute may be the active member of this Association.

- **Web Page**

On the website (www.iehe.ac.in) of the Institue, a separate page of this association is display.

Academic Calendar for the session 2017-18

(A) Semester I, III & V of UG and Semester I & III of PG Courses		
1.	Academic Session (Including Examination)	01 st July 2017 – 01 st December 2017 (Total 124 days)
2.	Academic Fest	14 th September 2017 – 16 th September 2017
3.	Deepawali Vacation (for students & Faculty only)	17 th October 2017 – 21 st October 2017
4.	Last teaching day (for students only)	31 st October 2017
5.	Practical Examination	25 th October 2017 – 3 rd November 2017
6.	Preparation Leave	01 st November 2017 – 05 th November 2017
7.	Semester Examination: (i) Regular and ATKT of Odd Semesters (ii) ATKT of Sem-I & Sem-II (for second year students only)	06 th November 2017 – 01 st December 2017 (23 days)
8.	Results	18 th January 2018
9.	Semester Break	04 th December 2017 – 11 th December 2017
(B) Semester II, IV & VI of UG and Semester II & IV of PG Courses		
1.	Academic Session (Including Examination)	12 th December 2017 – 19 th May 2018 (Total 132 days)
2.	Annual Function	
	(i) Sports Week	18 th December 2017 – 23 rd December 2017
	(ii) Cultural Fest	26 th December 2017 – 30 th December 2017
	(iii) Degree Distribution Programme	4 th week of January 2018
3.	Practical Examination	
	(i) Phase-I: For UG Semester - II & IV	16 th April 2018 – 21 st April 2018
	(ii) Phase-II: For UG Semester – IV and PG Classes	07 th May 2018 – 12 th May 2018
4.	Last teaching day	
	(i) For UG Sem-II & IV and All PG Classes	19 th April 2018
	(ii) For UG Sem-VI	16 th April 2018
5.	Preparation Leave	
	(i) For UG Sem-II & IV and All PG Classes	23 rd April 2018 – 25 th April 2018
	(ii) For UG Sem-VI	17 th April 2018 – 19 th April 2018
6.	Semester Examination	
	(i) For UG Sem-II & IV and All PG Classes (Regular & ATKT) (ii) ATKT of Sem-I & II (for second year students only)	26 th April 2018 – 19 th May 2018
	(iii) ATKT of Sem-III & V (for third year students only)	2 nd week of April 2018
	(iv) For UG Sem-VI	20 th April 2018 – 05 th May 2018
	(V) Vocational Courses	From 21 st May 2018
7.	Result (i) UG: Semester-VI only – Regular & ATKT (ii) UG: Semester-II& IV, PG Semester II & IV All ATKT & Vocational Courses	5 th June 2018 26 th June 2018
8.	Summer Vacation	21 st May 2018 – 15 th June 2018 (For Faculty) 21 st May 2018 – 30 th June 2018 (For Students)
9.	Special ATKT Examination for outgoing students only	3 rd week of July 2018

FEE STRUCTURE (2017-18)**Fee at a glance for newly admitted student (Semester-I)****(Amount in Rs.)**

College Code	Class	Honours Subject Code	Honours Subject Name	Subsidiary Subject	M.P. Board		CBSE and Other Board	
					Total Fee for Indian Students	Total Fee for NRI/ Payment seat Students	Total Fee for Indian Students	Total Fee for NRI/ Payment seat Students
2812	B.A.(H)	C232	Economics	English Literature	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Geography	16725	82625	16890	82790
2812	B.A.(H)	C232	Economics	History	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Management	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Mathematics	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Political Science	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Psychology	16725	82625	16890	82790
2812	B.A.(H)	C232	Economics	Sociology	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Hindi Literature	15725	77625	15890	77790
2812	B.A.(H)	C232	Economics	Fashion Designing	25200	126000	25365	126165
2812	B.A.(H)	C238	English Literature	Economics	15725	77625	15890	77790
2812	B.A.(H)	C238	English Literature	Geography	16725	82625	16890	82790
2812	B.A.(H)	C238	English Literature	Hindi Literature	15725	77625	15890	77790
2812	B.A.(H)	C238	English Literature	History	15725	77625	15890	77790
2812	B.A.(H)	C238	English Literature	Political Science	15725	77625	15890	77790
2812	B.A.(H)	C238	English Literature	Psychology	16725	82625	16890	82790
2812	B.A.(H)	C238	English Literature	Sociology	15725	77625	15890	77790
2812	B.A.(H)	C238	English Literature	Fashion Designing	25200	126000	25365	126165
2812	B.A.(H)	D436	Fashion Designing	Management	31275	155375	31440	155540
2812	B.A.(H)	C308	Geography	Economics	17725	87625	17890	87790
2812	B.A.(H)	C308	Geography	English Literature	17725	87625	17890	87790
2812	B.A.(H)	C308	Geography	History	17725	87625	17890	87790
2812	B.A.(H)	C308	Geography	Political Science	17725	87625	17890	87790
2812	B.A.(H)	C308	Geography	Psychology	18725	92625	18890	92790
2812	B.A.(H)	C308	Geography	Sociology	17725	87625	17890	87790
2812	B.A.(H)	C308	Geography	Hindi Literature	17725	87625	17890	87790
2812	B.A.(H)	C234	History	Economics	15725	77625	15890	77790
2812	B.A.(H)	C234	History	English Literature	15725	77625	15890	77790
2812	B.A.(H)	C234	History	Geography	16725	82625	16890	82790
2812	B.A.(H)	C234	History	Hindi Literature	15725	77625	15890	77790
2812	B.A.(H)	C234	History	Political Science	15725	77625	15890	77790
2812	B.A.(H)	C234	History	Psychology	16725	82625	16890	82790
2812	B.A.(H)	C234	History	Sociology	15725	77625	15890	77790
2812	B.A.(H)	C302	Hindi Literature	Economics	15725	77625	15890	77790
2812	B.A.(H)	C302	Hindi Literature	English Literature	15725	77625	15890	77790
2812	B.A.(H)	C302	Hindi Literature	History	15725	77625	15890	77790
2812	B.A.(H)	C302	Hindi Literature	Geography	16725	82625	16890	82790
2812	B.A.(H)	C302	Hindi Literature	Political Science	15725	77625	15890	77790
2812	B.A.(H)	C302	Hindi Literature	Psychology	16725	82625	16890	82790
2812	B.A.(H)	C302	Hindi Literature	Sociology	15725	77625	15890	77790
2812	B.A.(H)	C235	Political Science	Economics	15725	77625	15890	77790
2812	B.A.(H)	C235	Political Science	English Literature	15725	77625	15890	77790
2812	B.A.(H)	C235	Political Science	Geography	16725	82625	16890	82790
2812	B.A.(H)	C235	Political Science	Hindi Literature	15725	77625	15890	77790
2812	B.A.(H)	C235	Political Science	History	15725	77625	15890	77790
2812	B.A.(H)	C235	Political Science	Psychology	16725	82625	16890	82790
2812	B.A.(H)	C235	Political Science	Sociology	15725	77625	15890	77790
2812	B.A.(H)	C237	Psychology	Economics	17725	87625	17890	87790
2812	B.A.(H)	C237	Psychology	English Literature	17725	87625	17890	87790

2812	B.A.(H)	C237	Psychology	Geography	18725	92625	18890	92790
2812	B.A.(H)	C237	Psychology	Hindi Literature	17725	87625	17890	87790
2812	B.A.(H)	C237	Psychology	History	17725	87625	17890	87790
2812	B.A.(H)	C237	Psychology	Political Science	17725	87625	17890	87790
2812	B.A.(H)	C237	Psychology	Sociology	17725	87625	17890	87790
2812	B.A.(H)	C237	Psychology	Fashion Designing	26400	132000	26565	132165
2812	B.A.(H)	C236	Sociology	Economics	15725	77625	15890	77790
2812	B.A.(H)	C236	Sociology	English Literature	15725	77625	15890	77790
2812	B.A.(H)	C236	Sociology	Hindi Literature	15725	77625	15890	77790
2812	B.A.(H)	C236	Sociology	History	15725	77625	15890	77790
2812	B.A.(H)	C236	Sociology	Political Science	15725	77625	15890	77790
2812	B.A.(H)	C236	Sociology	Psychology	16725	82625	16890	82790
2812	B.A.(H)	C236	Sociology	Geography	16725	82625	16890	82790
2812	B.Com.(H)	C248	Accounts	Management	15725	77625	15890	77790
2812	B.Com.(H)	C247	Management	Accounts	15725	77625	15890	77790
2812	B.Sc.(H)	C246	Biotechnology	Chemistry	37575	186875	37740	187040
2812	B.Sc.(H)	C245	Chemistry with Biotechnology	Biotechnology	21725	107625	21890	107790
2812	B.Sc.(H)	C243	Chemistry with Computer Science	Computer Science	21725	107625	21890	107790
2812	B.Sc.(H)	C244	Chemistry with Food Science and Quality Control	Food Science and Quality Control	21725	107625	21890	107790
2812	B.Sc.(H)	C243	Chemistry with Mathematics	Mathematics	20725	102625	20890	102790
2812	B.Sc.(H)	C242	Computer	Mathematics	20725	102625	20890	102790
2812	B.Sc.(H)	C239	Electronics	Mathematics	20725	102625	20890	102790
2812	B.Sc.(H)	C241	Mathematics	Chemistry	19725	97625	19890	97790
2812	B.Sc.(H)	C241	Mathematics	Computer Science	19725	97625	19890	97790
2812	B.Sc.(H)	C241	Mathematics	Electronics	19725	97625	19890	97790
2812	B.Sc.(H)	C241	Mathematics	Physics	19725	97625	19890	97790
2812	B.Sc.(H)	C240	Physics	Mathematics	20725	102625	20890	102790
Colle ge Code	PG Course	Subject Code	Subject for Postgraduate Course		Total Fee for Indian Students		Total Fee for NRI/ Payment seat Students	
2812	M.Phil.	C039	Mathematics		16725		83625	
2812	M.A.	C005	Economics		19275		96375	
2812	M.A.	C006	English		19275		96375	
2812	M.A.	C009	History		19275		96375	
2812	M.A.	C021	Public Administration		19275		96375	
2812	M.A.	C018	Political Science		19275		96375	
2812	M.A.	C025	Social Work		19275		96375	
2812	M.Sc.	C050	Mathematics		19275		96375	
2812	M.Sc.	C042	Biotechnology		41225		206125	
2812	M.Sc.	C044	Chemistry		41225		206125	
2812	M.Sc.	C054	Physics		41225		206125	
2812	M.Com.	C031	Commerce		19275		96375	

नोट—

- उपरोक्त शुल्क प्रथम सेमेस्टर के लिये देय होगा तथा द्वितीय सेमेस्टर में मात्र परीक्षा शुल्क ही पुनः देय होगा।
- पेमेंट सीट का शुल्क विदेशी/अप्रवासी भारतीयों के शुल्क के बराबर ही होगा।
- जिन विद्यार्थियों ने सी.बी.एस.ई. या अन्य बोर्ड से 12वीं की परीक्षा उत्तीर्ण की है वे उक्त शुल्क के साथ माईग्रेशन शुल्क रु0 165/- जोड़कर जमा करेंगे।
- पी.जी. कोर्स के जिन विद्यार्थियों ने बरकतउल्ला विश्वविद्यालय के अतिरिक्त किसी अन्य विश्वविद्यालय से यू.जी. कोर्स किया, वे उक्त शुल्क के साथ नामांकन शुल्क रु0 295/- जोड़कर जमा करेंगे।
- उपरोक्त शुल्क में विश्वविद्यालय शुल्क एवं कॉशन मनी भी सम्मिलित है।
- पेमेन्ट सीट पर इस वर्ष (2017-18) में प्रवेश लेने वाले विद्यार्थी को आगामी प्रत्येक वर्ष में भी पेमेन्ट सीट के सामने दर्शायी गई फीस जमा करनी होगी।
- शुल्क संरचना में परिवर्तन करने (किसी भी तरह) की सूचना, संस्थान के पोर्टल पर दी जावेगी।

FEE STRUCTURE 2017-18**Headwise Fee for Undergraduate Courses****(Except Biotechnology & Fashion Designing)****(Amount in Rs.)**

Head of Fee	Indian Students Amount		NRI & Foreign Students/Payment SeatsAmount	
	Semester I/III/V	Semester II/IV/VI	Semester I/III/V	Semester II/IV/VI
A- Non Refundable Fee				
I- Academic Fee :				
Admission/Re-admission Fee	800		4000	
Tuition Fee	4700		23500	
Library Fee (Including Reading Room & Magazine)	1350		6750	
Co-Curricular and Extra-Curricular Fee	1600		8000	
Student Welfare Fee	1000		5000	
Personality Development Test Fee	500		2500	
<i>Laboratory Fees:</i>				
All Hons. Subjects	1200		6000	
All Subs. Subjects	600		3000	
II- Examination Fee:				
Examination Form Fee (Per Semester)	25	25	125	125
Examination Fee (Theory)	2000	2000	10000	10000
Examination Fee (per practical)	400	400	2000	2000
Development Fee	1500		7500	
University Fees	As applicable			
B- Refundable (Caution Money)*				
Science	5000		25000	
Arts & Commerce	2000		10000	

Note:* **Caution Money will be in addition to the total non-refundable amount.*** *Cost of lost books of library and any other damages incurred would be recovered from the caution money*

FEE STRUCTURE 2017-18**Headwise Fee for Undergraduate Courses****B.Sc. Biotechnology (Honours)****(Amount in Rs.)**

Head of Fee	Indian Students (Amount)	
	Semester I/III/V	Semester II/IV/VI
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	
Tuition Fee	17500	
Library Fee (Including Reading Room & Magazine)	2000	
Co-curricular and extra-curricular Fee	1500	
Student Welfare Fee	1000	
Personality Development Test Fee	500	
Laboratory Fee	4500	
II- Examination Fees:		
Examinat Form Fee (per semester)	25	25
Examination Fee (Theory)	2000	2000
Examination Fee (Practical)	1000	1000
Development Fee	1500	
University Fees	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	32325	3025
B- Refundable (Caution Money) *	5000	
TOTALFEE	37325	3025

Note:* **Caution Money will be in addition to the total non-refundable amount.*** *Cost of lost books of library and any other damages incurred would be recovered from the caution money*

FEE STRUCTURE 2017-18**Headwise Fee for Undergraduate Courses****B.A. Fashion Designing (Honours)****(Amount in Rs.)**

Head of Fee	Indian Students (Amount)	
	Semester I/III/V	Semester I/III/V
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	
Tuition Fee	10500	
Library Fee (Including Reading Room & Magazine)	4000	
Co-curricular and extra-curricular Fee	1600	
Student Welfare Fee	1000	
Personality Development Test Fee	600	
Laboratory Fee	3000	
II- Examination Fees:		
Examinat Form Fee (per semester)	25	25
Examination Fee (Theory)	2000	2000
Examination Fee (Practical)	1000	1000
Development Fee	1500	
University Fee	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	26025	3025
B- Refundable (Caution Money) *	5000	
TOTALFEE	31025	3025

Note:

- * **Caution Money will be in addition to the total non-refundable amount.**
- * *Cost of lost books of library and any other damages incurred would be recovered from the caution money*

Annexure –II (e)

FEE STRUCTURE 2017-18
Headwise Fee for Postgraduate Courses
M.A./M.Com./M.Sc. (Mathematics) (Amount in Rs.)

Head of Fee	Indian Students (Amount)		NRI & Foreign Students/Payment Seats (Amount)	
	Semester I/III	Semester II/IV	Semester I/III	Semester II/IV
A- Non Refundable Fee				
I - Academic Fee :				
Admission /Re-admission Fee	800		4000	
Tuition Fee	5500		27500	
Library Fee (Including Reading Room & Magazine	1350		6750	
Co-curricular and Extra-curricular Fee	1600		8000	
Student Welfare Fee	1000		5000	
Personality Development Test Fee	500		2500	
II- Examination Fees:				
Examinat Form Fee (per semester)	25	25	125	125
Examination Fee (Theory)	2000	2000	10000	10000
Development Fee	1500		7500	
University Fee	As applicable			
Total Non-Refundable Fee (Excluding University Fees)	14275	2025	71375	10125
B- Refundable (Caution Money) *				
All Subjects	5000		25000	
TOTALFEE	19275	2025	96375	10125

Note:

- * **Caution Money will be in addition to the total non-refundable amount.**
- * *Cost of lost books of library and any other damages incurred would be recovered from the caution money.*

FEE STRUCTURE 2017-18
Headwise Fee for Postgraduate Courses
M.Sc. (Biotechnology, Physics & Chemistry Courses) (Amount in Rs.)

Head of Fee	Indian Students (Amount)	
	Semester I/III	Semester II/IV
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	
Tuition Fee	21500	
Library Fee (Including Reading Room & Magazine)	1800	
Co-curricular and extra-curricular Fee	1600	
Student Welfare Fee	1000	
Personality Development Test Fee	500	
Laboratory Fee	4500	
II- Examination Fees:		
Examination Form Fee (per semester)	25	25
Examination Fee (Theory)	2000	2000
Examination Fee (Practical)	1000	1000
Development Fee	1500	
University Fee	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	36225	3025
B- Refundable (Caution Money)*	5000	
TOTAL FEE	41225	3025

Note:

* **Caution Money will be in addition to the total non-refundable amount.**

* *Cost of lost books of library and any other damages incurred would be recovered from the caution money.*

Annexure – II (g)

FEE STRUCTURE 2017-18
Headwise Fee for M.Phil.#(Mathematics) Courses

(Amount in Rs.)

Head of Fee	Indian Students (Amount)			NRI & Foreign Students/Payment Seats (Amount)		
	Semester I	Semester II	Semester III	Semester I	Semester II	Semester III
A- Non Refundable Fee						
I-Entrance Exam Fee (One Time)	800			4000		
II- Academic Fee :						
Admission /Re-admission Fee	600			3000		
Tuition Fee	3500	3500	3500	17500	17500	17500
Library Fee (Including Reading Room & Magazine)	1200			6000		
Co-curricular and Extra-curricular Fee	1400			7000		
Student Welfare Fee	800			4000		
Personality Development Test Fee	350			1750		
III- Examination Fees:						
Examinat Form Fee (per semester)	25	25	25	125	125	125
Examination Fee (Theory)	1750	1750	1750	8750	8750	8750
Development Fee	1300			6500		
University Fee	As applicable					
Total Non- Refundable Fees (Excluding University Fees)	11725	5275	5275	58625	26375	26375
B- Refundable (Caution Money)*						
All Subjects	5000			25000		

Note:

* Cost of lost books of library and any other damages incurred would be recovered from the caution money.

M.Phil. course will be of 3 semesters as per UGC regulations.

Fee Structure for Ph.D. 2017-18

Headwise Fee for P.h.d. (Fee for Research Centre) Courses

(Amount in Rs.)

Head of Fee	AMOUNT	
	Arts/Commerce/ Science (Mathematics) (Without Practical)	Chemistry/ Physics/ Biotechnology (With Practical)
A- Non Refundable Fee I-Academic Fee : (Yearly - at the time of admission)		
Admission/Re-admission Fee (One time)	800	800
Tuition Fee (Rs.750/- per month as per university norms)	9000	9000
Library Fee (Including Reading Room & Magazine) (Rs.150/- per month)	1800	1800
Student Welfare Fee (One time)	1000	1000
Laboratory Fees (Rs.750/- per month)	-	9000
Development Fee (One time)	1500	1500
University Fees	As applicable	As applicable
Total fee (Non-Refundable) <i>(Excluding University Fee)</i>	14100	23100
B- Refundable(Caution Money)*	2000	5000
TOTAL FEE	16100	28100

Note:

* Once in a year at the time of admission.

* Tuition fee – Rs. 750/-p.m., Library fee- Rs. 150/- p.m. and Laboratory fee (if applicable)– Rs.750/- p.m. will be paid for every six months, paid by the research scholar.

FEE STRUCTURE 2017-18
Headwise Fee for Undergraduate Courses
B.A. Economics/English (Honours) with Fashion Designing (Subsidiary)
(Amount in Rs.)

Head of Fee	Indian Students (Amount)	
	Semester I/III/V	Semester I/III/V
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	
Tuition Fee	7600	
Library Fee (Including Reading Room & Magazine)	2675	
Co-curricular and extra-curricular Fee	1600	
Student Welfare Fee	1000	
Personality Development Test Fee	500	
Laboratory Fee	1500	
II- Examination Fees:		
Examinat Form Fee (per semester)	25	25
Examination Fee (Theory)	2000	2000
Examination Fee (Practical)	1000	1000
Development Fee	1500	
University Fee	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	20200	3025
B- Refundable (Caution Money) *	5000	
TOTALFEE	25200	3025

Note:

* **Caution Money will be in addition to the total non-refundable amount.**

* *Cost of lost books of library and any other damages incurred would be recovered from the caution money*

FEE STRUCTURE 2017-18
Headwise Fee for Undergraduate Courses
B.A. Psychology (Honours) with Fashion Designing (Subsidiary)
(Amount in Rs.)

Head of Fee	Indian Students (Amount)	
	Semester I/III/V	Semester I/III/V
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	
Tuition Fee	7600	
Library Fee (Including Reading Room & Magazine)	2675	
Co-curricular and extra-curricular Fee	1600	
Student Welfare Fee	1000	
Personality Development Test Fee	500	
Laboratory Fee	2700	
II- Examination Fees:		
Examinat Form Fee (per semester)	25	25
Examination Fee (Theory)	2000	2000
Examination Fee (Practical)	1000	1000
Development Fee	1500	
University Fee	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	21400	3025
B- Refundable (Caution Money) *	5000	
TOTALFEE	26400	3025

Note:

* **Caution Money will be in addition to the total non-refundable amount.**

* *Cost of lost books of library and any other damages incurred would be recovered from the caution money*

Hostel Fee Structure (2017-18)

S.No.	Head of fee	Amount in Rs. (per student per month)
1.	Room rent	
	<i>Single seated furnished</i>	1200/- per month
	<i>Double seated furnished</i>	1000/- per month
2	Maintenance & Other services	750 /- per month
3.	Mess charges includes (Tea, Snacks, Meals, Dinner)	1800 /- approx per month as per tender
4.	Caution money (Refundable)	5000 /- One time
5.	Skill Development	800/- per year
6.	Cooler on demand (seasonal)	At market rate on no profit no loss basis

Medals Sponsored by the Institute/Faculty in Diverse Categories

SN	Title of the Medal	Category
1.	Director's Medal	All round performance (sponsored by Institute)
	<i>Memorial Medals (Academics)</i>	Toppers
2.	Dr. Shanta Ramachandran Memorial Medal	B.A. Honours (English Literature)
3.	Shri Ratan Khare Memorial Medal	B.A. Honours (Economics)
4.	Smt. Kanti Khare Memorial Medal	B.A. Honours (History)
5.	Shri Ganesh Mishra Memorial Medal	B.A. Honours (Psychology)
6.	Smt. Shobhana Sonwalkar Memorial Medal	B.A. Honours (Political Science)
7.	Shri Nandram Hundet Memorial Medal	B.Sc. Honours (Computer Science)
8.	Smt. Shail Rastogi Memorial Medal	B.Sc. Honours (Electronics)
9.	Shri Raj Dwivedi Medal	B.Sc. Honours (Mathematics)
10.	Dr. Anita Shinde Medal	B.Sc. Honours (Chemistry)
11.	Shri Hiralal Gupta Memorial Medal	B.Com. Honours (Management)
12.	Shri Chaturbhuj Garg Memorial Medal	B.Com. Honours (Accounts)
13.	Shri. Harishchandra khare Memorial Medal	B.Sc.Honours (Biotechnology)
14.	Shri. Bhaskar Shankar Joshi Memorial Medal	B.Sc.Honours (Physics)
15.	Shri S.R. Marvah Memorial Medal	M.A. Economics
16.	Resham Diwivedi Medal	M.Sc. Mathematics
17.	Late. Shri GwalDas Agrawal Memorial Medal	M.Sc. Physics
	<i>Memorial Medals (Other achievements)</i>	Field of Excellence
18.	Shri Ram Sakha Gautam Memorial Medal	Highest Scorer of G.K./Current Affairs Test
19.	Shri Bhalchandra Athale Memorial Medal	Optimum use of the Library
20.	Smt. Sarju Devi Virayvargiya Memorial Medal	All Rounder (Girl)
21.	Shri Aniket Sharma Memorial Award	All Rounder(Boy)
22.	Smt. Ravati Barman Memorial Medal	Best NSS Volunteer (Girl)
23.	Smt. Vijaya Joshi Memorial Medal	Best Sportsperson (Boy)
24.	Smt Swaraj vati Saxena Memorial Medal	Best Sportsperson (Girl)
25.	Shri Krishna Bihari Joshi Smriti Padak	Dept. of Geography

उच्च शिक्षा उत्कृष्टता संस्थान, भोपाल : एक परिचय

- देश-विदेश के प्रतिभावान और होनहार विद्यार्थियों को उत्कृष्ट स्तर की शिक्षा सुलभ कराने हेतु वर्ष 1995में प्रदेश सरकार द्वारा “उच्च शिक्षा उत्कृष्टता संस्थान, भोपाल” की स्थापना की गयी।
- भोपाल रेल्वे स्टेशन से 13 और हबीबगंज से 7 कि.मी. की दूरी पर स्थित, शाहपुरा झील से लगभग 3 किलोमीटर के पहाड़ी उतार-चढ़ाव वाले रास्ते से होकर कलियासोत बाँध की नीरवता के मध्य नैसर्गिक सुषमा को समेटे, मधुर मुस्कान बिखेरता उ.शि.उ. संस्थान अपने समर्पित निष्ठावान आचार्यों, और ज्ञानकोषी जिज्ञासु छात्र-छात्राओं की कठोर शिक्षा साधना से सुगंधित, यह परिसर उपनिषद्कालीन आश्रमों की याद दिलाता है।
- उ.शि.उ.संस्थान, भोपाल केवल एक और विद्या-परिसर ही नहीं है, यह एक वैचारिक आन्दोलन भी है, यू.जी.सी. अंतर्गत ‘नेक’ द्वारा संस्थान के बहुआयामी विकास एवं शैक्षणिक गुणवत्ता, परिणाम के आधार पर संस्थान को सर्वप्रथम सर्वोच्च ‘ए’ ग्रेड जनवरी, 2011 में प्राप्त हुआ। संस्थान का प्रथम बार मार्च, 2010 में एवं दुबारा 2014 में विश्वविद्यालय अनुदान आयोग, नई दिल्ली द्वारा '**College with Potential for Excellence**' (CPE)का स्तर प्रदान किया गया है। यह स्तर प्राप्त करने वाला देश का सबसे कम आयु का संस्थान है।

संकल्प एवं उद्देश्य

- प्रतिभा सम्पन्न एवं मेधावी विद्यार्थियों को उत्कृष्ट स्तर की शिक्षा-सुविधा एवं तदनुकूल वातावरण सुलभ कराया जाय, जिससे वे अपनी योग्यता और दक्षता का प्रमाण अखिल भारतीय सेवाओं, राज्य-सेवाओं, संगठित निजी एवं सार्वजनिक क्षेत्र के संस्थानों व विश्वविद्यालयों में दर्ज करा सकें।
- जीवन के विभिन्न क्षेत्रों में दायित्वों के सार्थक निर्वाह, परम्परागत एवं आधुनिक जीवन के आदर्शों, प्रादेशिक जन-जीवन की अपेक्षाओं, आकांक्षाओं और जरूरतों के साथ-साथ व्यावहारिक जीवन की नित्य-नई सामने आती चुनौतियों के समाधान के सन्दर्भ में आवश्यक जनशक्ति मानव संसाधन का निर्माण करना।
- विद्यार्थियों की जिज्ञासाओं और प्रश्नों के लिए, बौद्धिक दृष्टि से निरन्तर सचेत तथा अद्यतन रहते हुए इसके लिए ज्ञान-विज्ञान के सतत् परिवर्तनशील नवीनतम तथ्यों से सुपरिचित रहना तथा विद्यार्थियों में स्मृति, विचार, चिंतन-पद्धति, मौलिक सूझ-बूझ और आत्मविश्वास उत्पन्न करना संस्थान का मुख्य लक्ष्य है।
- संस्थान के विद्यार्थी अपनी उपाधियों से कम, जीवन की विविध भूमिकाओं में अपनी सहभागिता, विचार-पद्धति, दृष्टिकोण और व्यावहारिक कुशलता से पहचाने जाएँ, अपरिचित और नए प्रश्नों से हिचकिचाने/घबड़ाने के बजाय उनमें अपनी रुचि प्रदर्शित करें, यही इन विधियों का अन्तर्निहित उद्देश्य है। शिक्षा और उसके आधारभूत सांस्कृतिक मूल्यों एवं विकसित किए गए संस्कारों को विद्यार्थियों तक पहुँचाना संस्थान का संकल्प है।

संस्थान की अभिनव योजनाएँ :

अकादमिक—विशेषताएं:

- संस्थान ने 20 वर्षों में अपनी स्वायत्तता का भरपूर उपयोग करते हुए पाठ्यक्रमों की नियमित रूप से समीक्षा कर उसे अद्यतन करने, अध्ययन—अध्यापन विधियों, मूल्यांकन प्रणाली में गुणात्मकता तथा शिक्षक विद्यार्थी के अलग—थलग हो उठे संबंधों के बीच जो आत्मीय मर्यादाएँ स्थापित की हैं, उनके प्रति अभिभावकों और सचेत नागरिकों के मन में उच्च शिक्षा की मूल्यवत्ता और संस्कृति के प्रति नया विश्वास संचारित किया है।
- शिक्षा के स्तर में गुणात्मक विकास के लिये उच्च शिक्षा में गुणवत्ता और उत्कृष्टता के क्षेत्र में संस्थान ने उत्प्रेरक का कार्य किया है तथा इस संस्थान की कार्यशैली, सफलता और अच्छे परिणामों से प्रेरित होकर शासन द्वारा प्रथम बार 2002—03 में राज्य के अन्य आठ संभागीय मुख्यालयों के एक—एक प्रतिष्ठित महाविद्यालय को उत्कृष्ट महाविद्यालय के रूप में संचालित किया है।
- समस्त संकायों में स्नातक उपाधियों के लिये पढ़ाए जाने वाले सामान्य पाठ्यक्रमों के स्थान पर संस्थान ने अपने लिए स्नातक स्तर पर ऑनर्स पाठ्यक्रम प्रणाली को अंगीकार किया है। परिणामतः हमारे छात्र देश— विदेश के अतिविशिष्ट नगरों के प्रतिष्ठित उच्च संस्थानों में प्रवेश प्राप्त करते हैं। सात विषयों में स्नातकोत्तर एवं गणित में एम.फिल. कक्षाएँ संचालित हैं।

मूल्यांकन एवं परीक्षा प्रणाली—

संस्थान में यों तो विद्यार्थी मूल्यांकन के कई तरीके अपनाए जाते हैं किन्तु मोटे तौर पर इसे द्वि—स्तरीय मूल्यांकन विधि कहा जा सकता है।

- (i) **सतत् आंतरिक मूल्यांकन :** सतत् आंतरिक मूल्यांकन के अन्य रूपों में वस्तुनिष्ठ प्रश्न, निर्दिष्ट आलेख रचना (असाइनमेन्ट) और पहले से निर्देशित विषय पर कक्षा अध्यापन सम्मिलित हैं। कक्षा में आकस्मिक विषय—परीक्षण भी एक पद्धति है। सामान्यज्ञान सामूहिक परीक्षा भी पृथक से आयोजित की जाती है।
- (ii) **परंपरागत परीक्षा प्रणाली** —संस्थान ने पहले से चली आ रही परीक्षा—प्रणाली को किंचित परिवर्तनों के साथ लागू रखा है। त्रि—वर्षीय स्नातक पाठ्यक्रम के छः सत्रों (सेमेस्टर) में बाह्य परीक्षाएँ आयोजित की जाती हैं जो पाठ्यावधि (सेमेस्टर) के समूचे पाठ्यक्रम को आधार बनाती हुई विद्यार्थी की स्मृति, विचार, तर्क, विश्लेषण और भाषाई—अभिव्यंजना—कौशल की जाँच करती है। इस तरह संस्थान के समस्त विद्यार्थी छः महीनों के बीच एक ही पाठ्यक्रम को आन्तरिक और बाह्य मूल्यांकन पद्धति के माध्यम से आत्मसात् करते चले जाते हैं। पूरे प्रश्न—पत्र को 'अ', 'ब' और 'स' खण्डों में बाँटा जाता है।

इस संदर्भ में यह उल्लेखनीय है कि समूचे पाठ्यक्रम के पचास प्रतिशत अंक आंतरिक और पचास प्रतिशत बाह्य मूल्यांकन के आधार पर दिये जाते हैं। बाह्य मूल्यांकन का कार्य अनुभवी विषय-विशेषज्ञों द्वारा सम्पन्न कराया जाता है।

(iii) पारदर्शिता पूर्ण आदर्श परीक्षा एवं मूल्यांकन प्रणाली :

- किसी भी परीक्षार्थी की उत्तर पुस्तिका की फोटोकापी उसके अथवा अभिभावकों द्वारा माँगी जाने पर निश्चित शुल्क अदा करने पर दी जा सकती है।
- सर्वोच्च अंक पाने वाले सर्वोत्कृष्ट विद्यार्थियों की उत्तर पुस्तिकाएँ मॉडल के रूप में संस्था के पुस्तकालय में सुलभ रहती है।
- आंतरिक मूल्यांकन प्रणाली में भी प्रत्येक विद्यार्थी को उसकी उत्तर पुस्तिका दिखाई जाती है।
- गत वर्षों के सभी विषयों के प्रश्न-पत्र छात्रों के लिए संस्थान की वेबसाइट एवं पुस्तकालय में उपलब्ध रहते हैं।

पाठ्यक्रमोत्तर पाठ एवं पाठ्योत्तर जीवन:

- कक्षा-अध्यापकों के नियमित व्याख्यानों, चर्चा-परिचर्चा के अलावा बाहर से आमंत्रित विषय-विशेषज्ञों के व्याख्यानों का अनवरत सिलसिला संस्थान की अध्यापन-संस्कृति का अनिवार्य अंग है।
- विद्यार्थियों के मानसिक विस्तार के लिए धर्म, दर्शन, कला और संस्कृति से परिचित कराने हेतु जाने माने व्यक्तित्व आमंत्रित किए जाते हैं। शैक्षणिक भ्रमण न केवल विद्यार्थियों को वास्तविक औद्योगिक, सांस्कृतिक गतिविधियों से परिचित कराता है, बल्कि उनमें नई ऊर्जा का संचार भी करता है और देश के विभिन्न क्षेत्रों के सामाजिक, सांस्कृतिक जीवन की झलक भी देखने को मिलती है।

(i) खेलकूद एवं क्रीड़ा-परिसर :

कक्षाओं से मुक्त होकर खेल के मैदान में जाना और वहाँ से तरोताजा होकर फिर कक्षाओं की ओर लौटना एक ऐसी दिनचर्या है जो शिक्षा को जीवन की परिपूर्णता और सर्वांगीणता की ओर ले जाती है। संस्थान का इनडोर स्टेडियम भी इसी वर्ष तक तैयार हो जायेगा जिसका लाभ हमारे छात्र उठा सकेंगे।

(ii) विद्यार्थी-कल्याण की दृष्टि से

- विद्यार्थियों के लिए वाचनालय एवं डिजिटल पुस्तकालय, शैक्षिक यात्रा-विहार, छात्राओं के लिए छात्रावास एवं कॉमन रूम, सांस्कृतिक आयोजनों के लिए दो खुले रंगमंच, आधुनिक सुविधाओं से परिपूर्ण तीन सेमीनार हॉल, एक स्पोर्ट्स कॉम्प्लेक्स एवं स्मार्ट क्लास, आधुनिक कैण्टीन सुविधाएँ उपलब्ध हैं।
- इसी तरह बीच-बीच में सेमीनार, प्रश्न-मंच, विशिष्ट व्याख्यान मालाएँ, नृत्य-गीत आदि अनेक आमोद-प्रमोद, संस्थान के विद्यार्थियों में उस सहजता का संचार करते हैं जिससे उनका व्यक्तित्व

किताबी मात्र होने की दुर्घटनाओं से बच जाता है। वे भीतर और बाहर के जीवन और उसके बीच से होकर आने वाले आत्मविश्वासपूर्ण व्यक्तित्व का अनुभव कर पाते हैं।

- संस्थान में एन.सी.सी. और एन.एस.एस की इकाईयां हैं जिसके माध्यम से राष्ट्रभक्ति, ग्रामीण जीवन अनुभव, व्यक्तित्व विकास के नवीन प्रयोग किये जाते हैं, यथा— ग्राम विकास हेतु ग्राम गोद लेना, पिछड़ी एवं निर्धन बस्ती के बच्चों को मुफ्त शिक्षा और स्वास्थ्य की सुविधा उपलब्ध कराना आदि।

अन्त में हम कह सकते हैं कि—

- संस्थान धीरे-धीरे एक समृद्ध और सुरुचिपूर्ण हरे-भरे परिसर की सम्मोहकता ग्रहण करने की दिशा में निरंतर अग्रसर है।
- हम नवीनतम संसाधनों, तकनीकी बारीकियों के साथ आधारभूत संरचना को सुधारते हुए मानव निर्माण की प्राचीन सांस्कृतिक परम्परा एवं आधुनिक विज्ञान के समन्वय से एक श्रेष्ठतम प्रतिष्ठान की स्थापना और उसके विकास में प्रयत्नशील हैं।
- समाज अनुभव कर सके कि — ‘सा विद्या या विमुक्तये’ साथ ही ‘सहनावतु, सहनौभुनक्तु’ तथा ‘सर्वे भवन्तु सुखिनः, सर्वे सन्तु निरामयः’ की कामना लिये हमारा संस्थान मानव संसाधन ‘मनुष्य’ विकसित कर अपने मकरंद से समाज को सुरभित करने कृतसंकल्प है।

FACULTY OF IEHE FAMILY: 2017-2018

Dr. M.L. Nath, Director			
:: Regular Faculty ::			
SN	Name	Designation	Specialization
Department of Biotechnology			
01	Dr. Geeta Saxena (HOD)	Professor	Cell Biology
02	Dr. Suchitra Banerjee	Professor	Cell Biology
03	Dr. Pramod Patil	Professor	Algal Ecology, Metabolism
04	Dr. Ajay Kumar Bharadwaj	Professor	Cytogenetic and Plant Breeding
Department of Chemistry			
05	Dr. Meera Pingle (HOD)	Professor	Organic Chemistry
06	Dr. Sarita Shrivastava	Professor	Organic Chemistry, Spectroscopy, Biochemistry
07	Dr. Anita Shinde	Professor	Organic Chemistry
08	Dr. Jyoti Saxena	Professor	Organic Chemistry
09	Dr. Dinesh Kumar Gupta	Professor	Organic Chemistry
10	Dr. Anjali Acharya	Professor	Physical Chemistry, Chemical Kinetics
11	Dr. Sandhya Trivedi	Professor	Organic Chemistry
12	Dr. Pushpa M. Rawtani	Asst. Professor	Inorganic Chemistry
13	Dr. Ram Krishna Shrivastava	Asst. Professor	Inorganic Chemistry
14	Dr. Mahendra Kishore Bhatnagar	Asst. Professor	Physical Chemistry
Department of Commerce			
15	Dr. S.S. Vijayvargiya (HOD)	Professor	Accounts and Taxation
16	Dr. Ajay Kumar Mishra	Professor	Indian Economy
17	Dr. N.R. Das	Professor	Statistics and Population Econometrics
18	Dr. V.K. Shukla	Professor	Accounting
19	Dr. Mukesh Jain	Professor	Accounts, Rural Development, Financial Management
20	Dr. Preeti Mishra	Professor	Accounting
21	Dr. Mahendra Singhai	Asst. Professor	Accounting
22	Dr. Sharda Gangwar	Asst. Professor	Marketing Management
Department of Computer Science			
23	Dr. Pragyesh Kumar Agrawal (Officiating HOD)	Prof. of Physics	Electronics, Conducting Polymers, Solid State Physics
Department of English			
24	Dr. Gyan Singh Gautam (HOD)	Professor	ELT and British Literature
25	Dr. Hemant Gahlot	Professor	American Literature and Indian Writing in English, Shakespeare
26	Dr. Seeme Mahmood	Asst. Professor	Indian Writing in English
27	Dr. Ashok Kumar Chaturvedi	Asst. Professor	Indian English Literature
28	Dr. Jaya Sharma	Asst. Professor	American Literature
29	Mrs. C. Anitha	Asst. Professor	American Literature
Department of Economics			
30	Dr. H.B. Gupta (HOD)	Professor	Micro Economics & Statistics
31	Dr. Anjali Jain	Professor	Micro Economics, Research Methodology
32	Dr. Mahipal Singh Yadav	Professor	Banking, Development Economics, Q.T.
33	Dr. Manish Sharma	Professor	Mathematical Economics, Urban Economics & Tribal Economics
34	Dr. Kalpana Malik	Asst. Professor	Macro Economics, Growth & Development
35	Mr. Govind Singh Rai	Asst. Professor	International Economics

Department of Fashion Design			
36	Dr. Renu Jain (HOD)	Asst. Professor	Clothing & Textiles
Department of Food Science & Quality Control			
37	Dr. Pankaja Shukla (HOD)	Professor	Food & Nutrition
38	Dr. Usha Kahol	Professor	Food & Nutrition
Department of Geography			
39	Dr. Deepa Johri (HOD)	Professor	Urban Geography
Department of Hindi			
40	Dr. Madhu Jain(HOD)	Asst. Professor	Bhasha Vigyan
41	Dr. Krishna Gopal Mishra	Asst. Professor	Kavya Shastra
42	Dr. Arti Dubey	Asst. Professor	Bhasha Vigyan
43	Dr. Sandhya Prasad	Asst. Professor	Bhasha Vigyan
Department of History			
44	Dr. Chanda Jain (HOD)	Professor	Modern India
45	Dr. Ranjana Sharma	Asst. Professor	Ancient & Modern History
Department of Mathematics			
46	Dr. Manoj Shukla (HOD)	Professor	Topology – Abstract Algebra
47	Dr. Devendra Singh Solanki	Professor	Modern Algebra
48	Dr. P.L. Sanodia	Professor	Functional Analysis
49	Dr. Amarjeet Singh Saluja	Asst. Professor	Real Analysis
50	Dr. Swami Swaroop Srivastav	Asst. Professor	Generalized Hyper Geometric Functions
51	Dr. Makhan Singh Chouhan	Asst. Professor	Functional Analysis
52	Dr. Sabhakant Dwivedi	Asst. Professor	Functional Analysis
Department of Physics & Electronics			
53	Dr. Alok Kumar Rastogi (HOD)	Professor	Electronics, Microwave Communication, Patch Antenna
54	Dr. Shirish Joshi	Professor	Nano Technology
56	Dr. Anuj Hundet	Professor	Bio Based Power Sources, Mathematical Physics
57	Dr. Sunil Mishra	Professor	Electronics
58	Dr. Pragyesh Kumar Agrawal	Professor	Electronics, Conducting Polymers, Solid State Physics
59	Dr. Benoy Kumar Sinha	Asst. Professor	Nano Particle Physics, Radio Physics & Electronics
60	Dr. S.K. Jain	Asst. Professor	Solid State Physics, Inosphere & Seismic Pertubation
Department of Political Science			
61	Dr. Anita Deshpande (HOD)	Professor	Indian Government & Politics
62	Dr. Indu Pandey	Professor	International Politics
63	Dr. Sadhana Pandey	Asst. Professor	Indian Government & Politics
Department of Psychology			
64	Dr. Anupam Shukla (HOD)	Professor	
Department of Sociology			
65	Dr. Rajshree Shastri (HOD)	Professor	Women, Social Problem & Tribal Society
66	Dr. Shailja Dubey	Professor	Social Problems and Criminology
67	Dr. Indira Barman	Asst. Professor	Tribal Sociology
Other Regular Staff			
68	Dr. Pragya Gupta	Librarian	User Studies (Information Need & Seeking Bihaviour)
69	Dr. V.S. Rai	Sports Officer	Sports Training & Coaching

Performa for Medical Leave

(To be submitted along with medical certificate of Registered Medical Practitioner)

Name : _____

Class: _____

Honours _____ **Subsidiary** _____

Roll No. : _____

Medical Leave : **From** _____ **To** _____

Days _____

Medical Problem :

DETAILS OF MEDICAL CERTIFICATE:

Name of the Doctor : _____

Registration No. : _____

NOTE:

- Please enclose medical certificate of a registered medical practioner only.
- In case of medical leave of less than a week, the medical certificate must be submitted immediately on joining the Institute.
- In case of medical leave exceeding seven days, prior information should be given to the Director and the medical certificate must be submitted within seven days on return form leave. Late submission of Certificates will not be entertained.
- Maximum 15% weight for attendance on medical grounds may be given.

Signature of the Student

Proforma for Participation Leave (PL)

Certified that the following candidates have participated in Seminar / National Seminar / Inter College competition (Give complete details of the event). The following names therefore recommended

S.N.	Roll No.	Name of the Students	Class	From	To

Note: One proforma to be used for one event.

(Dr. M.L. Nath)

Director

Convener Professor / Assistant Professor)

Convener Committee/Department

राष्ट्रीय गान

जन-गण-मन अधिनायक जय हे

भारत भाग्य विधाता ।

पंजाब-सिंधु-गुजरात-मराठा

द्राविड़-उत्कल-बंग

विंध्य हिमाचल यमुना गंगा

उच्छल जलधि तरंग

तव शुभ नामे जागे,

तव शुभ आशीष मांगे

गाहे तव जय-गाथा ।

जन-गण-मंगलदायक जय हे

भारत भाग्य विधाता ।

जय हे, जय हे, जय हे,

जय जय जय जय हे ।

— श्री रविन्द्रनाथ टैगोर

मध्यप्रदेश गान

सुख का दाता, सब का साथी, शुभ का यह संदेश है,
माँ की गोद, पिता का आश्रय, मेरा मध्यप्रदेश है।

विंध्याचल सा भाल, नर्मदा का जल जिसके पास है,
यहाँ ज्ञान विज्ञान कला का, लिखा गया इतिहास है,
उर्वर भूमि, सघन वन, रत्न, सम्पदा जहाँ अशेष है,
स्वर—सौरभ—सुषमा से मंडित, मेरा मध्यप्रदेश है।

सुख का दाता, सब का साथी, शुभ का यह संदेश है,
माँ की गोद, पिता का आश्रय, मेरा मध्यप्रदेश है।

क्षिप्रा में अमृत घट छलका, मिला कृष्ण को ज्ञान यहाँ,
महाकाल को तिलक लगाने, मिला हमें वरदान यहाँ,
कविता, न्याय, वीरता, गायन, सब कुछ यहाँ विशेष है,
हृदय देश का यह, मैं इसका, मेरा मध्यप्रदेश है।

सुख का दाता, सब का साथी, शुभ का यह संदेश है,
माँ की गोद, पिता का आश्रय, मेरा मध्यप्रदेश है।

चंबल की कल—कल से गुंजित, कथा तान, बलिदान की,
खजुराहो में कथा कला की, चित्रकूट में राम की,
भीमबैठका आदिकला का, पत्थर पर अभिषेक है,
अमृतकुंड अमरकंटक में, ऐसा मध्यप्रदेश है।

सुख का दाता, सब का साथी, शुभ का यह संदेश है,
माँ की गोद, पिता का आश्रय, मेरा मध्यप्रदेश है।



INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION (IEHE), BHOPAL

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