



Prospectus 2020-21

**Institute for Excellence in Higher
Education (IEHE), Bhopal**

*College with Potential for Excellence (CPE) Status Conferred by UGC
A State Level Autonomous Academy of Higher Education, established by Govt. of M.P.*



संस्थान में आयोजित दो दिवसीय राज्य स्तरीय कैरियर मेले का शुभारंभ



संस्थान की एन.सी.सी. केडेट्स की टीम कार्यक्रम के दौरान

INSTITUTE FOR EXCELLENCE IN HIGHER EDUCATION BHOPAL

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



PROSPECTUS

2020-21



A State Level Autonomous Academy of Higher Education, Established by Govt. of Madhya Pradesh

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
Department of Finance, Govt. of M.P.
- Principal Secretary/Secretary
Department of Sports and Youth Welfare, Govt. of M.P.
- Principal Secretary/Secretary
Department of Schedule Caste Welfare, Govt. of M.P.
- Principal Secretary/Secretary
Department of Backward Class Welfare, Govt. of M.P.
- Principal Secretary/Secretary
Department of Planning, Economics & Statistics, Govt. of M.P.
- Principal Secretary/Secretary
Department of Women and Child Welfare, Govt. of M.P.
- Principal Secretary/Secretary
Department of Public Works, Govt. of M.P.
- Commissioner
Directorate of Higher Education, Govt. of M.P.

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

Member Secretary

Director
IEHE, Bhopal

GENERAL COUNCIL

From the Director's Desk...



Dear Students,

American philosopher GK Chesterton had once said that "Education is simply the soul of a society as it passes from one generation to another." These powerful words bear the essence and the essentiality of education which we witness as a social responsibility of our times. It is rightly said that education is the foundation of the society; it encompasses the development of the minds of the students, from honing their skills and talents to a holistic development by enriching their moral and social values and humanitarian beliefs.

Institute for Excellence in Higher Education operates under the goal of imparting knowledge and education to its students to make them knowledgeable, intellectual, and reasoned individuals through debates and discussion, teaching and learning, and an array of educational and vocational activities. The institute takes immense interest in the education provided to the students so that he/she may face challenges efficiently in different phases of life. We believe that students are the future who will strengthen our nation and society, and so to prepare them to compete with and to complete the outer world remains our primary concern.

Our institute is a leading academic foundation of the country which has been accredited with "A" grade standard by the National Assessment and Accreditation Council (NAAC). We strive to provide the students with the best infrastructural facilities, a top-notch teaching staff, and a secure and inspiring student-teacher relationship which aids in the overall development of the students. We are committed to providing exceptional opportunities to students with extraordinary potential. IEHE offers ample job opportunities through campus placement to some of the best institutes in the country.

As we move further in academia, I believe it becomes imperative to remember the words of the brilliant polymath Leonardo da Vinci as he once said, "To develop a complete mind: study the science of art; study the art of science. Learn how to see. Realize that everything connects to everything else." The greater aim of the institute is to transform students into the best citizens of the cosmos. To enable them as compassionate and intellectual individuals who harbour a humanistic approach towards fellow human beings, creatures, and the natural environment. We have a bright history past us and an equally shimmering future that awaits us. It is our education which enables us to be rational and productive members of society who can strengthen the country and transform the world with a brilliant social and intellectual vision.

Along with helping the students sharpen their skills and talents, we work relentlessly to provide them with an environment to become a better version of themselves. This includes awakening a sensitivity towards society, wildlife, and the environment. The holistic development prepares them to tackle the challenges that they may face in the future. We are committed to creating a breed of humane individuals who understand the need of sustainable development and the sentiment of the universe as one family.

The Institute facilitates interdisciplinary approach and platform for both academic excellence and entrepreneurship development. It promotes the growth of the students' overall personality and innovative acumen through a range of vocational courses, self-learning programs, and customized multifaceted activities.

Institute for Excellence in Higher Education takes immense pride in welcoming the new talented youth, the future custodian of the country, to its green campus. We hope and strive for their brilliant and flourishing future with a purposeful career, as a service for the betterment of our nation and society.

Dr. S. S. Vijayvargiya
Director



CPE status conferred by UGC



NPTEL NATIONAL WORKSHOP HELD AT IEHE, BHOPAL



DIRECTOR IEHE ADDRESSING IN NATIONAL CONFERENCE

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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.

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 embracive. 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, followed by third cycle of Re-accreditation by NAAC with 'A' Grade in 2016, 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.

PROFILE

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.

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 offer 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 schemes 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

Undergraduate Programme	Honours	Subsidiary Options	No. of seats Honours	Eligibility
B.A.Honours	Economics	English Literature/ Psychology/ Political Science/ Mathematics/ History/ Hindi Literature/ Sociology/ Geography/ Fashion Designing	40	10+2
	Economics	Management	40	10+2
	English Literature	Economics/ History/ Political Science/ Psychology/ Sociology/ Hindi Literature/ Geography/ Fashion Designing	40	10+2
	Fashion Designing	Management	30	10+2
	Geography	Economics/ Political Science/ Sociology/ Psychology/ English Literature/ Hindi Literature/ History	40	10+2
	History	Economics/ Political Science/ Sociology/ English Literature/ Hindi Literature/ Psychology/ Geography	40	10+2
	Hindi Literature	Economics/ Political Science/ Sociology/ English Literature/ History/ Psychology/ Geography	40	10+2
	Political Science	Economics/ History/ Psychology/ English Literature/ Sociology/Hindi Literature/ Geography	40	10+2
	Psychology	Economics/ Political Science/ Sociology/ English Literature/ Hindi Literature/ History/ Geography/ Fashion Designing	40	10+2
	Sociology	Psychology/ History/ Political Science/ Economics/ English Literature/ Hindi Literature/ Geography	40	10+2
B.Sc. Honours	Biotechnology	Chemistry	40	10+2 (PCB)
	Forensic Science	Chemistry	40	10+2 (PCM+PCB)
	Chemistry	Mathematics	30	10+2 (PCM)

Undergraduate Programme	Honours	Subsidiary Options	No. of seats Honours	Eligibility
	Chemistry	Food Science & Quality Control	30	10+2 (PCM+PCB)
	Chemistry	Biotechnology	30	10+2 (PCB)
	Chemistry	Forensic Science	30	10+2 (PCM+PCB)
	Computer Science	Mathematics	40	10+2 (PCM)
	Electronics	Mathematics	40	10+2 (PCM)
	Mathematics	Physics/ Computer Science/ Electronics/ Chemistry/Food Science & Quality Control	80	10+2 (PCM)
	Physics	Mathematics	40	10+2 (PCM)
	Geography	Mathematics/ Chemistry/ Computer Science	40	10+2 (PCM+PCB)
B.Com.Honours	Accounts	Management	140	10+2
	Management	Accounts	140	10+2
	Accounts	Computer Applications/ Taxation	40	10+2
	Management	Computer Applications/ Taxation	40	10+2

Post Graduate & M.Phil. Programme

Course	Subject	Seats	Eligibility
M.Phil.	Mathematics	10	M.Sc. Mathematics
M.A.	Economics	20	Graduates from any discipline
M.A.	English	20	Graduates from any discipline
M.A.	History	20	Graduates from any discipline
M.A.	Public Administration	20	Graduates from any discipline
M.A.	Political Science	20	Graduates from any discipline
M.A.	Social Work	20	Graduates from any discipline
M.Sc.	Biotechnology	20	B.Sc with Biotechnology
M.Sc.	Chemistry	20	B.Sc. with Chemistry
M.Sc.	Mathematics	20	B.Sc. with Mathematics
M.Sc.	Physics	20	B.Sc. with Physics
M.Com.	Commerce	20	B.Com.

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. Any vocational certificate course can be started during the session as per demand of stake holders under guidelines of the Institute.

S.No.	Courses Offered
Diploma Courses	
1	Diploma in Financial Services (DFS)
2	Diploma in Human Resource Development (DHRD)
3	Diploma in Counseling Psychology (DCP)
4	Diploma in Industrial Work & Management System (DIWMS)
5	Diploma in Statistical Analysis (DSA)
6	Diploma in Taxation (DIT)
7	Diploma in Creative Arts (DCr.A)
8	Diploma in Computer Application (DCA)
9	Diploma in Forensic Science (DFSc.)
10	Diploma in Psephology(Dpse)
11	Diploma in Bamboo Entrepreneurship Development(DBED) (New)
12	Diploma in Remote Sensing & GIS(DRSG)
13	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 Hindi (CPH) प्रयोजनमूलक हिन्दी
4	Certificate Course in Embedded System (CES)
5	Certificate Course in VLSI Design (CVD)
6	Certificate Course in Electronics PCB Design & Circuit Applications (CEPDCA)
7	Certificate Course in Research Methodology (CRM)
8	Certificate Course in Instrumentation & Electronic Maintenance (CIEM)
9	Certificate Course in Power Electronics & PLC (CPE)
10	Certificate Course in Cyber Security (CCS)
11	Certificate Course in Psychology for 'Well Being' (CPWB)
12	Certificate Course in Cryptography (CCC)
13	Certificate Course in Spoken English (CSE)
14	Certificate Course in French Language (CFL)
15	Certificate Course in Retail Management (CRM)
16	Certificate Course in Creative Arts (CCA) Worli/ Mandna/ Madhubani/ Others(New)
17	Certificate Course in Tourism & Hospitality Management (CTHM)
18	Certificate Course in Media Aesthetics (CMA)
19	Certificate Course in Chem- Sketch & Chem- Draw (CSCD) (New)
20	Certificate Course in Career Counseling (C. Ca. Co) (New)
21	Certificate Course in Physical Fitness & Sports(CPFS) (New)
22	Certificate Course in GST(GST) (New)
23	Certificate Course in C++ & Oracle(CCO) (New)
24	Certificate Course in Project Formulation, Monitoring & Evaluation(CPFME) (New)
25	Certificate Course in Start Up's Management (CSUM) (New)
26	Certificate Course in Chinese Language (CCL) (New)
27	Certificate Course in Cloud Computing (CCLC) (New)
28	Certificate Course in Digital Marketing (CDM) (New)
29	Certificate Course in Hostel Management (CHM) *
Training Programmes	
1	45 Hours Training Programme in Food Processing & Preservation (TPFPP)
2	30 Hours Training Programme in MATLAB (TPMTL)
3	30 Hours Training Programme in SPSS (TPSPSS)
4	30 Hours Training Programme in Tally (TPTally)
5	30 Hours Training Programme in Horticulture (TPHR)
6	30 Hours Training Programme in PHP (TPPHP) (New)
7	30 Hours Training Programme in Bamboo Arts & Crafts (TPBC) (New)
8	30 Hours Training programme in Environmental Audit (TPEA) (New)
9	CII-IWN-IEHE Finishing School (TPFS)
Special Courses	
1	Foundation Course in Civil Services Examinations (FCCSE)
2	Foundation Course for Common Admission Test (FCCAT)
3	Joint Admission Test for M.Sc. (JAM)

*For IEHE Hostellers only

Vocational Courses: At a glance (Session 2018-19)

S.N.	Course	Seats	Credits/Hours of total learning	Duration	Fees Rs.		Eligibility
					Gen.	SC/ST/OBC	
Diploma Courses							
1	DFS	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
2	DHRD	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
3	DCP	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
4	DIWMS	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
5	DSA	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
6	DIT	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
7	DCr.A	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
8	DCA	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
9	DFSc.	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass (Sc./Law)
10	DPse.	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
11	DBED	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
12	DRSG	40	40/600 Hrs	8 months	8000/	6000/	10+2 pass
13	DHM	for Hostels only			800/ for all		10+2 pass
Certificate Courses							
1	CECW	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
2	CGIB	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
3	CPH	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
4	CES	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
5	CVD	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
6	CEPDCA	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
7	CRM	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
8	CIEM	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
9	CPE	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc.)
10	CCS	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Sc./Law)
11	CPWB	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
12	CCC	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass (Maths)
13	CSE	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
14	CFL	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
15	CRM	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
16	CCA	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
17	CTHM	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
18	CMA	20	10/150 Hrs	4 months	2500/	1875/	10+2 pass
19	CSCD	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
20	CaCo	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
21	CPFS	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
22	GST	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
23	CCO	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
24	CPME	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
25	CSUM	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
26	CCL	20	10/150 Hrs	4months	1500/ for all		10+2 pass
27	CCLC	20	10/150 Hrs	4 months	1500/ for all		10+2 pass
28	CDM	20	10/150 Hrs	4 months	1500/for all		10+2 pass
29	CHM	for Hostels only			800/for all		10+2 pass
Training Programmes							
1	TPFPP	45 hours Training Programme			1000/for all		10+2 pass
2	TPMTL	30 hours Training Programme			1000/for all		10+2 pass
3	TPSPSS	30 hours Training Programme			1000/for all		10+2 pass
4	TPTally	30 hours Training Programme			1000/for all		10+2 pass
5	TPHR	30 hours Training Programme			1000/for all		10+2 pass
6	TPPHP	30 hours Training Programme			1000/for all		10+2 pass
7	TPBC	30 hours Training programme			1000/for all		10+2 pass
8	TPEA	30 hours Training programme			1000/for all		10+2 pass
9	TPFS	30 hours Training programme			500/for all		10+2 pass
Special Courses							
1	FCCSE	50	100Hrs	8 months	2500/	1875/	10+2 pass
2	FCCAT	30	100Hrs	8 months	2500/	1875/	10+2 pass
3	JAM	50	100Hrs	8 months	2500/	1875/	UG pass (Chemistry)

- Note:** 1. Students from SC, ST and OBC (non-creamy layer) categories can avail a rebate of 25% in the course fees except some certificate and Training Programme.
2. In addition to the course fees, non-IEHE students will have to pay Rs 1000/- as refundable Caution Money.
3. Admission Form once generated should be followed by fee submission through SBI Collect. Offered Courses will start from 1st August 2019.
4. Registration Fee is Rs. 100/-

Admission Guidelines for Undergraduate and Postgraduate Program

First Semester (2020-21)

The Institute, in principle, follows the rules and guidelines of the Department of Higher Education, Government of Madhya Pradesh issued for the relevant academic session. Availing its autonomy, the Institute can make procedural changes, adopt its own admission calendar and address the issues arising out of admission guidelines. By and large the Institute will comply with the State Government's directives regarding reservations, weightage and eligibility.

1. Admission Process

All the procedures and activities regarding admission will be conducted and will be accorded in strict adherence to the "Admission and Counseling Schedule" provided under these guidelines. Applicants should strictly follow the prescribed time-line.

Eligible applicants must submit online Registration cum Application form available on the Institute's website www.iehe.ac.in within the prescribed period along with a fee of **Rs.500/-** (Non refundable, MMVY and MMJKY Applicants will also pay the registration fee) payable through State Bank Collect online payment mode. Registration will be done in only one phase with a CLC round of vacant seat. The registration will be reopened only when a particular subject doesn't fulfill the minimum application requirement. Neither the printed application form nor any document therein needs to be submitted or sent to the Institute before verification and counseling. The received online applications will be considered for the available vacancies in order of preference given by the applicant for various subject/faculties. For each Honours subject separate counseling list comprising of the applicants shortlisted on the basis of their merit of marks (with weightage) if any, will be displayed on the notified date on the Institute's portal. The shortlisted applicants should compulsorily submit their subsidiary subject choice & upload document before the download of allotment letter.

Shortlisted applicants have to compulsorily upload their scanned self-attested documents on the institute's website on the prescribed dates. Only those students will be contacted by the admission committee whose documents are not clear or incomplete. Original documents will be collected when the situation normalizes. Any wrongful information in the submitted form will cease his/her claim for admission at the time of online counseling. After due verification of the documents the prescribed fee of the concerned course should be deposited to complete the process of provisional admission.

Applicants who fail to attend counseling in a subject will not be considered for that subject or a lower choice in subsequent counseling(s) on the same registration. The applicant who takes admission in a subject of his/her lower preference will automatically be upgraded to a vacant seat of higher preference in order of merit. Applicants may update online, their preference of subjects in their prior submitted form on the notified dates using their password.

Admissions granted during counseling will be provisional, subject to the verification of eligibility, if need be, from the university and any other facts as deemed necessary by the Institute. The Institute reserves its rights to cancel all those admissions which do not conform to any of the rules of the Institute regarding attendance, discipline and incomplete formalities within the prescribed time-line.

2. Eligibility

2.1. Academic Qualification:

- 2.1.1.** A minimum of 60% marks in 10+2 examination of a recognized board for admission in UG and 60% marks in UG examination of recognized university for admission in PG is the basic eligibility. A relaxation of 5% to applicants from Schedule Caste (SC), Scheduled Tribes (ST) and Physically Challenged categories will be given.
- 2.1.2.** 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.
- 2.1.3.** 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.

2.2. Maximum Age

There is no upper age limit for admission in the Undergraduate and Postgraduate Courses.

2.3. Domicile

10% seats in each Honours subject will be reserved for students from other states of total seats. **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.

3. 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>	27%
<i>Wards of FF, Defence Personnel, Central Armed Forces etc. (Plase see Govt. rule for details)</i>	5%
<i>Physically Challenged (PH) (in each category)</i>	5%
<i>Girls (in each category)</i>	30%
<i>EWS</i>	10%

Note: **SC & ST seats are interconvertible*

Refer the Pravesh Niyam and Margdarshi Sidhant of Department of Higher Education, Govt. of Madhya Pradesh Session 2020-21 Serial No. 12.2 Page No. 19

4. Weightage as per Government Rules regarding NSS, NCC, Sports, Co-curricular Activities

- 4.1** 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, in case of failing, claimed weightage will not be considered.**
- 4.2** Wards (Son/Daughter) of the Employees of Higher Education, Govt. of M.P. will be entitled to take provisional admission under the rule of the state government of Madhya Pradesh.
- 4.3** Students who have passed the honours course and eligible for admission in post graduate class in the same subject are entitled to 10% weightage.
- 4.4** 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 of National Level
 - 2) Participation in National or International Level organized by Olympic/Asiad/ Sports Authority of India/SGFI
- 4.5** Weightage can be claimed on the certificates obtained during last 4 consecutive years at school level. Important information regarding weightage is given on next page:



Group Photo Session after the National Conference at IEHE

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 Other Countries	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	WeightagePercentage (%)
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 activity 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

5. 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.

6. Paying Fee Online through State Bank Collect

The Registration and admission fee can be remitted by using internet banking through State Bank Collect Scheme of SBI. A nominal amount might be additionally charged by the bank for the transaction.

6.1 The Procedural Steps:

- Select "**SBCollect**" Link in home page of **www.onlinesbi.com**.
- Read Disclaimer Clause and **click** on check box and **PROCEED** button for Payment.
- Select State "**Madhya Pradesh**" from the drop down menu.
- Select Type "**Educational Institutions**" from the drop down menu.
- Click on **GO** button.
- Select the Name "**INST. FOR EXCELLENCE IN HIGHER EDUCATION, BHOPAL**" from the drop down menu.
- Click **SUBMIT** button.
- Select "**Payment Category**" from the drop down menu.

The payment category for **Registration fee of Rs.500/-** is "**REGISTRATION FEE**" and that for admission fee will appear on the "Fee Advice" given after counseling.

- Click **SUBMIT** button.
- The State Bank Collect Payment page of the Institute will appear. Enter the details in the page (Example - Name, Father's name, Fee amount, DOB, Mobile No., captcha etc).
- Click **SUBMIT** button.
- The State Bank Collect payment verification page will appear where the payer has to click on the **CONFIRM Button** after verifying the payment details to proceed further.
- The **SBMOPS (State Bank Multiple Option Payment System)** page is displayed with following options for payments.

Net Banking

1. State Bank of India.
2. Other Banks including Associate Banks.

Card Payments

1. State Bank ATM-cum- Debit Card
2. Other Banks Debit Cards.

Credit Cards

Other Payment Modes— Cash at SBI Branch through Challan printed here.

Choose the desired option for the payment. Retain a print of or save the receipt generated online.

6.2 Steps for filling the Online Registration cum Application Form

- Read Admission Guidelines thoroughly.
- For additional weight identify the certificate that will fetch the highest possible single weight.
- Refer to previous year's cut-off marks for different subjects displayed on the website to assess the trend and decide the subject preferences. The trend may change for which the Institute will not be responsible.

6.3 Documents needed for filling the form:

- The State Bank Collect reference number (ex: DU00000532) of paid Registration Fee.
- 12th Marksheet, Caste Certificate (if applicable), Income Certificate (2019-20), Aadhar Card No. and Additional Weightage Certificate (if applicable).

6.4 The Application form – Divided into Five Steps

First fill your Registration Fee Details and Hindi Name

1. Personal Details
2. Academic Details
3. Preference of Faculty and Honours subjects
4. Reservation and Other Information
5. Upload Photo

To navigate through these components, click the **NEXT** button. Fill in the correct eligibility particulars and all the mandatory information required therein. Incorrect information will hamper the navigation. A printout of the application form may be retained by the applicant for further use/ future reference. **The entered password and application number should be duly noted by the applicant** for further updations or any other online activities related to admission.

7. Allotment of Subsidiary Subject

Applicants will be provisionally admitted in the Honours subject with subsidiary 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 before/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.

ADMISSION & COUNSELING SCHEDULE

Availability of online registration/application forms at Institute's web portal www.iehe.ac.in.

ONLINE ADMISSION & COUNSELLING SCHEDULE (UNDERGRADUATE)

PHASE I	
Particulars	Date
Online Registration: (Online through SB Collect only) All Faculty (Science, Commerce, Arts)	05.08.2020 to 20.08.2020
Display of List of Shortlisted Applicants for Verification & Online Counselling	<u>24.08.2020</u>
Documents upload on portal by applicants for Verification& Counselling	24.08.2020 to 28.08.2020
Online Counselling: Online Verification& Counselling of Uploaded Documents by Employee Login(All Faculty)	26.08.2020 to 31.08.2020
Display of Counselling & Verified Students List	27.08.2020 to 31.08.2020
Fee Deposition: (Online through SB Collect only)	27.08.2020 to 02.09.2020

PHASE II	
Particulars	Date
Display of Vacant Seats (No New Registrations) All Faculty (Science, Commerce, Arts)	03.09.2020
Second List of Shortlisted Applicants for Verification & Online Counselling	<u>06.09.2020</u>
Documents upload on portal by applicants for Verification & Counselling	06.09.2020 to 08.09.2020
Online Counselling: Online Verification& Counselling of Uploaded Documents by Employee Login (All Faculty)	07.09.2020 to 09.09.2020
Display of Counselling & Verified Students List	07.09.2020 to 09.09.2020
Fee Deposition: (Online through SB Collect only)	07.09.2020 to 11.09.2020

PHASE III

PAYMENT SEAT against NRI

Particulars	Date
Applications through Online (Already Registered) All Faculty (Science, Commerce, Arts)	01.09.2020 to 05.09.2020
Display of List for Online Verification & Counselling	<u>06.09.2020</u>
Documents upload on portal by applicants for Verification & Counselling	06.09.2020 to 07.09.2020
Online Counselling: Online Verification& Counselling of Uploaded Documents by Employee Login (All Faculty)	07.09.2020 to 09.09.2020
Display of Counselling & Verified Students List	07.09.2020 to 09.09.2020
Fee Deposition: (Online through SB Collect only)	08.09.2020 to 11.09.2020

ONLINE ADMISSION & COUNSELLING SCHEDULE (POSTGRADUATE)

Particulars	Date
Online Registration: (Online through SB Collect only) All Faculty (Science, Commerce, Arts)	13-08-2020 to 28-08-2020
Display of List of Shortlisted Applicants for Verification & Online Counselling	04.09.2020
Documents upload on portal by applicants for Verification& Counselling	04-09-2020 to 09-09-2020
Online Counseling: Online Verification& Counselling of Uploaded Documents by Employee Login(All Faculty)	05-09-2020 to 05-09-2020
Display of Counselling & Verified Students List	05-09-2020 to 09-09-2020
Fee Deposition: (Online through SB Collect only)	05-09-2020 to 12-09-2020

8. CHANGE OF SUBJECTS FOR ADMITTED STUDENTS:

- 8.1** 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.
- 8.2** 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 criterion is not fulfilled.

9. Important Information:

- 9.1** All necessary information regarding admission will be provided on the website of the Institute. No separate communication will be made with the applicants. However, Institute may use SMS facility to provide some more important information to the mobile number provided by the applicant. Institute will not be responsible for any loss of information. Candidates are therefore advised to regularly visit the institute's website for news update.
- 9.2** In case of any ambiguity in these guidelines, the rules of the state government will prevail.
- 9.3** 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.
- 9.4** **Girls/Boys students** needing hostel facility should indicate their choice in the online admission form. A separate form, available at the website should be filled **if admitted**. Hostel will be allotted in order of merit and in keeping with the Government's reservation policy/rules.
- 9.5** At the time of admission original TC and migration certificate are compulsory. In case of non availability of original TC and migration the candidate must submit an undertaking to produce the relevant documents till the stipulated date failing which their admission shall get cancelled. The last date of document submission will be 31st October 2020. In absence of original TC, admission fee will not be refunded.
- 9.6** Delayed submission of original Transfer Certificate & Migration certificate etc. mandates a written undertaking by the student on the day of counseling. The candidate must state the period or the date by which he/she would submit the document. Failure in the compliance of the assured date may lead to unnecessary late fee penalty for enrollment to be borne by the students themselves.
- 9.7** Candidates may produce the internet copy of their 10+2 marks-sheet if the original marksheets are awaited from the concerned school.
- 9.8** Self attested photo copy of the documents will be accepted in keeping with the guidelines issued by the state government.
- 9.9** Counselling students whose results are awaited will have to secure provisional admission by depositing the prescribed fee by the prescribed date. Admission of such candidates will be regularized only after the declaration of the result of the awaited qualifying examination.
- 9.10** Provisionally admitted students in PG Course, whose results were awaited but have eventually failed will be entitled to a fee refund after the deduction of procedure fee of Rs. 100.
- 9.11** 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. (MMVY and MMJKY not applicable for outside M.P. Candidates)

9.12 The university rules may mandate some candidates to submit an eligibility certificate at the time of provisional admission for ICSE and other board and migration certificate within the prescribed time limit.

9.13 To promote global exchange, admissions are open to Foreign Nationals subject to the required permission from Governments & Agencies.

9.14 Fee structure for the Foreign Nationals is mentioned in Annexure-II(a). Fee would be accepted only in Indian currency

9.15 Admission to the candidate whose guardian (as per the M.P. government 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.

9.16 Full time government/private employees (except school teachers under one step up scheme) will not be eligible for regular admission. Part time employee will have to submit an NOC from their employing authority.

9.17 In the event of cancellation/ expulsion/ voluntary quitting of admission, the applicant/ candidate is entitled for only refund of caution money. The applicant/candidate has to mandatorily submit the copy of the original TC issued by the IEHE.

9.18 In the event of admission to any Technical / Professional Course of any recognised Indian University/Institute the relevant proof of the admission should be produced before first semester examination of IEHE, for securing refund of the deposited fee under UGC Guidelines. If the candidate fails timely submission of required documents, only caution money will be refunded within three years from the date of admission. In case of self-financing courses only the caution money will be refundable.

9.19 Admitted students who remain absent from classes continuously and fails to submit all the required documents necessary for enrollment shall be liable for late fee penalty levied by the University.

9.20 Any dispute and consequent legal proceedings will be subject to the jurisdiction of Bhopal only.

10. LIST OF DOCUMENTS TO BE SUBMITTED BY STUDENTS:

Documents to be submitted by students personally at his/her first visit in the Institute to their respective department.

- 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

- Income Certificate (*if applicable*)
- Eligibility Certificate (*if required*)
- NSS/NCC Certificate
- Sports/Co-curricular Achievement Certificates
- Two recent passport size coloured photographs
- Self Attested Affidavit for Anti Ragging.
- Notarized Affidavit for NRI/Payment Seat
- Self Attested Affidavit for students from outside of 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 first visit in the Institute.

Relevant documents for seeking reservation and weight must be compulsorily produced at the time of counseling.

Admission to other Semesters of Undergraduate Programme

- Direct admission in UG third semester: 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 government 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.

- Additionally, 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 for Indian nationals. 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 seat separately.
- NRI students/ Payment seat 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 government 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. (Non refundable)
- For Fee Structure please refer to Annexure-II.
- **Caution money will be refundable in or within 3 years of student's exit. Any claims thereafter will not be entertained (Original Receipt compulsory).**

Note:

- i. In case of any doubt or dispute regarding admission, the decision of the Director of the Institute will be final and binding.
- ii. In absence of fee submission, the Director will have the rights to cancel the admission.
- iii. 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 eminent experts from Science, Management, Commerce, Administration Humanities, *etc.* on personality development, improving communication skills, art of presentations.
- Orientation lectures, Mock interviews to groom students for 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 curriculum.
- Summer & Winter Internships during semester breaks is a regular feature.
- NPTEL (National Programme on Technology Enhanced Learning) facilitates students and faculty members of the Institute for higher level of online learning from IITs and IISc.

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, Chudidhar 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** from 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 office of the Institute will be 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 in the class as well as within the campus premises.
- It is mandatory for students to come in proper 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.

- It is strictly compulsory for every student entering in the Institute premises to wear the Identity Card provided by 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 submitted along with the application for a Transfer Certificate, for record. The Identity Card, once issued, will remain valid for the duration of the course to which a student has been admitted.
- Non IEHE students admitted in various vocational courses must come with Identity card which is provided by the Vocational Cell.
- **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.



संस्थान की एन.सी.सी. टीम, संचालक महोदय एवं प्रशासनिक अधिकारी के साथ

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’. In Under Graduate courses, 50% marks are reserved for continuous evaluation. The category wise distribution of marks is as follows:

a) Semi-surprise class test	25%
b) Assignments/Project (only one)	10%
c) Oral-exam/Quiz/Classroom-teaching/Group-Discussion/etc	10%
d) Attendance in the class	5%

Note: For Post-Graduate courses, 30% marks are reserved for continuous evaluation.

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/portal 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. Undergraduate students placed under the ATKT category have to essentially complete the 3-year Honours curriculum in a maximum period of 5-year.
12. Similarly, postgraduate students placed under the ATKT category have to essentially complete the 2-year curriculum in a maximum period of 3-year.

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 and/or Fourth semester regular papers. 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 i.e. minimum 36% in each paper and aggregate of 48% in the First year examination will not be admitted in the Fifth semester. There will be a year back in such cases.

Note: Detailed 'Examination-Rules' along with 'Comprehensive Continuous Evaluation' and 'Unfair Means (UFM)' guidelines are available on the Institute's portal.

FACILITIES

- **Infrastructure**

The Institute has spacious and well ventilated classrooms, computerized library, smart classrooms, well equipped laboratories, computer labs, seminar halls, sports complex, one girls hostel and one boys hostel with amenities like tv, washing machines & geysers, water coolers, solar light & water heaters, invertors etc., besides an office complex the examination cell and canteen on its campus. Parking slots for students and faculty have been extended to accommodate the growing demand.

- **Administration through IT enabled services:**

To maintain the academics and administrative services of the Institute, IT cell developed a complete Institute Management System.

ICT facilities

- Dynamic Website and Portal
 - Online Admission Process
 - Online Fee Collection Process
 - Online generation of salary bills of staff
 - Online entry of internal assessment credentials (Attendance & Marks) viewable at student's portal.
 - Online Feedback Mechanism System.
 - INDO-NVDA (Non Visual Desktop Access) screen reading software for visually challenge students.
 - Optical Fibre Cable (OFC) network has been established in the campus for better internet/intranet services for the departments and office.
 - IT Cell has taken initiative towards development of surveillance system through CCTV cameras for surveillance and monitoring.
 - Wi-Fi Campus.
 - Development of IT Infrastructure in the campus.
 - Make Available High Speed Internet Line/Leased Line for easy access of Internet in the Institute.
 - Educational System Software for IEHE (Intranet/Internet Based)
- **SWAYAM – NPTEL Local Chapter**

Institute has taken an initiative to setup a SWAYAM-NPTEL Local Chapter to facilitate and promote e-Learning among students and faculty members. Such online courses are made available through seven core IITs and IISc twice in a year and students can get certification in Science, Management and Humanities streams from respective premier Institutes of India.

• **LIBRARY**

Library Facilities and Services

- The new digital state of the art library is equipped with over about 30,125 books on different subjects and subscribes to a number of periodicals, national/state newspapers (19), magazines (19) and journals (30), 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. 50 for barcode Library membership I.D. Card.

Library services:

- Library will conduct information literacy/ user education programmes for new students.
- A state of art digital library provides access to various open sources database and N-List database.
- 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). Monday to Friday 11:00am – 3:40pm
- Reference service (Personal & Group).10:00am – 5:00pm
- Book bank facility for the student of the weaker section of the society.
- Evening issue for Hostlers.
- Assisting the users to access web opac.

• **HOSTEL**

- There is a 107 seated girls-hostel and 100 seated boys-hostel in the Institute campus to house outstation students.
- Only girl's/boys 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 of girl's hostel.
- 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**

- a. Career Guidance Counselling Cell** helps students in exploring new opportunities and channeling their interest according to their aptitude. In the session 2019-20 the cell conducted 24 Workshops and training programme on communication skills, Chem Sketch & Chem Draw, Inovation in Men's Wear, Invitro Tissue Culture Technique, Cyber Security, Spectroscopic Techniques, Vermi Composting, Campus to Corporate, Basic Skills in Science Laboratory Techniques etc, with an objective to inhance the employability of the students.
- b. The Placement Cell**, instituted in the academic session 2002-2003, has been successful in placing students every year. A number of students of final year graduation has secure placements in reputed companies siatuated in Bhopal, Gurugram, Nagpur and Vadodra etc. In 2019-20 several students found lucrative placements in companies like Amazon-06, Concentrix Daksh-07, Yashaswi Group (A PPP Model Co. of MP Govt.)-05, Magnum Group-25, PASAY- 05, WARD Healthcare & Cosmetics Ltd.-220, ICICI Prudential-10, Brain Burg - 12, Ecoholics-03, Jaro Education - 03, Caresoft - 04.

- c. 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.

d. Research Funding to students

With a view to promote research, the Institute provides financial assistance to students who wish to participate in National Seminars/Conferences. The academic council acts as a nodal agency to which the applicants have to apply in a duly filled application form along with a copy of the accepted research paper forwarded by the concern head of the department atleast 10 day's prior of the scheduled date of the conference/seminar. The rules for obtaining research funds are as follows:

- Only five candidates found eligible will be entitled to financial assistance for each seminar. Preference will be given to Postgraduate students.
- Students can avail the financial assistance only once during an academic session.
- Students are entitled to a reimbursement of a maximum amount of Rs. 1000/- as registration fee.
- 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.
- 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.

e. 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. **Mukhyamantri Medhavi Vidhyarthi Yojna (MMVY)** – Scholarship scheme for meritorious students of 12th class of Madhya Pradesh.
- ii. **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.
- iii. **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.
- iv. **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/-
- v. **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.
- vi. **Post Matric Scholarship** for SC/ST/ OBC Minority and Nishakht, Ghumakkar students.
- vii. **Awasiya Yojna** funded by Adim Jati Kalyan Vibhag (Rs 2000/- per month for SC/ST students)
- viii. **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.
- ix. **Lalima Yojna** – The government of M.P. has initiated Lalima Yojna for girl's students to monitor and keep track of the anemia and hemoglobin levels.

Note:

- (1) *Govt. Scholarships will be given as per Govt. rules. Application Forms will be available on website of Scholarship Portal 2.0 can download forms and submit.*
- (2) *Students will be eligible for only one scholarship among all categories except Gaon ki Beti Yojna, Awagaman Bhatta.*

f. Other Highlights:

- **Degree Distribution** is a grand event usually held in January-February. Degrees are awarded to students of the preceding session.
- **Awards & Medals** are instituted to incentivize academics, sports & talents. 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.

- **IQAC** stands for Internal Quality Assurance Cell. IQAC is meant for planning, guiding and monitoring quality assurance and quality enhancement activities of the Institute. The cell has been instrumental in developing quality culture in the Institute. The cell has augmented opportunities for students thereby enhancing their creativity and expanding the horizons of their learning.
- **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 2018-19 was marked by multifarious activities viz. Campus Plantation, AIDS Awareness Rally, Enactment of Message based Street Plays on Social Issues of Common Concern, Free Distribution of Stationary Kit, Collaborative Training Programmes with Placement Cell, Visits 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**: There are two wings exists in the Institute in which Air Wing (30 Cadets) and in Army Wings (107 Cadets) are being enrolled every year. Institute is proud to announce that the cadets of the Institute participate in RD Camps, International Youth Exchange Program and other major events of repute regularly.
- **Clubs** like Literary Club, Current Events Club, Cultural Activities 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.
- **Online 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 register on the Institutes portal which enables them to be attentive towards their wards progress.
- **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.
- **Educational Excursions** are organized for 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. On the website (www.iehe.ac.in) of the Institute, a separate page of this association is designed and displayed where alumni can register themselves.
- **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.
- 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/Identity 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. Mid-term quitters can obtain refund of the caution money by submitting an application in the prescribed proforma.

FEE STRUCTURE 2020-21**Headwise Fee for Undergraduate Courses****(Except Biotechnology/Fashion Designing)****(Amount in Rs.)**

Head of Fee	Indian Students(Amount)	NRI & Foreign Students/Payment Seats (Amount)
	Annual Fee	Annual Fee
A- Non Refundable Fee		
I- Academic Fee :		
Admission/Re-admission Fee	800	4000
Tuition Fee	4935	24675
Library Fee (Including Reading Room & Magazine)	1350	6750
Co-Curricular and Extra-CurricularFee	1600	8000
Student Welfare Fee	1182	5910
Personality Development Test Fee	500	2500
Laboratory Fees:		
All Hons. Subjects	1200	6000
All Subs. Subjects	600	3000
II- Examination Fee:		
Examination Fee (Theory)	4500	22500
Examination Fee (per practical)	800	2000
Development Fee	2000	10000
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 caution money.

FEE STRUCTURE 2020-21**Headwise Fee for Undergraduate Courses****B.Sc. Biotechnology (Honours)/ Forensic Science****(Amount in Rs.)**

Head of Fee	Indian Students(Amount)	NRI & Foreign Students/Payment Seats (Amount)
	Annual Fee	Annual Fee
A - Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	4000
Tuition Fee	18375	91875
Library Fee (Including Reading Room & Magazine)	1350	6750
Co-curricular and extra-curricular Fee	1600	8000
Student Welfare Fee	1182	5910
Personality Development Test Fee	500	2500
Laboratory Fee	4500	22500
II- Examination Fees:		
Examination Fee (Theory)	4500	22500
Examination Fee (Practical)	2400	12000
Development Fee	2000	10000
University Fees	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	37207	186035
B- Refundable (Caution Money) *	5000	25000

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 2020-21**Headwise Fee for Undergraduate Courses****B.A. Fashion Designing (Honours)****(Amount in Rs.)**

Head of Fee	Indian Students(Amount)	NRI & Foreign Students/Payment Seats (Amount)
	Annual Fee	Annual Fee
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	4000
Tuition Fee	11025	55125
Library Fee (Including Reading Room & Magazine)	4000	20000
Co-curricular and extra-curricular Fee	1600	8000
Student Welfare Fee	1182	5910
Personality Development Test Fee	500	2500
Laboratory Fee	3000	15000
II- Examination Fees:		
Examination Fee (Theory)	4500	22500
Examination Fee (Practical)	2000	10000
Development Fee	2000	10000
University Fee	As applicable	
Total Non-Refundable Fee (Excluding University Fees)	30607	153035
B- Refundable (Caution Money) *	5000	25000

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 2020-21
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)
	Annual Fee	Annual Fee
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	4000
Tuition Fee	5775	28875
Library Fee (Including Reading Room & Magazine)	1350	6750
Co-curricular and Extra-curricular Fee	1600	8000
Student Welfare Fee	1182	5910
Personality Development Test Fee	500	2500
II- Examination Fees:		
Examination Fee (Theory)	4500	22500
Development Fee	2000	10000
University Fee As applicable		
Total Non-Refundable Fee (Excluding University Fees)	17707	88535
B-Refundable (Caution Money)*	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 2020-21
Headwise Fee for Postgraduate Courses

M. Sc. (Biotechnology/ Physics/ Chemistry)

(Amount in Rs.)

Head of Fee	Indian Students(Amount)	NRI & Foreign Students/ Payment Seats (Amount)
	Annual Fee	Annual Fee
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	4000
Tuition Fee	11025	55125
Library Fee (Including Reading Room& Magazine)	1800	9000
Co-curricular and extra-curricular Fee	1600	8000
Student Welfare Fee	1182	5910
Personality Development Test Fee	500	2500
Laboratory Fee	4500	22500
II- Examination Fees:		
Examination Fee (Theory)	4500	22500
Examination Fee (Practical)	2000	10000
Development Fee	2000	10000
University Fee As applicable		
Total Non-Refundable Fee (Excluding University Fees)	29907	149535
B- Refundable (Caution Money)*	5000	25000

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 2020-21**Headwise Fee for M. Phil. # (Mathematics) Course****(Amount in Rs.)**

Head of Fee	Indian Students(Amount)	NRI & Foreign Students/Payment Seats (Amount)
	All Three Semester	All Three Semester
A- Non Refundable Fee		
I-Entrance Exam Fee (One Time)	800	4000
II- Academic Fee :		
Admission /Re-admission Fee	600	3000
Tuition Fee	11025	55125
Library Fee (Including Reading Room & Magazine)	1200	6000
Co-curricular and Extra-curricular Fee	1400	7000
Student Welfare Fee	982	4910
Personality Development Test Fee	350	1750
III- Examination Fees:		
Examination Fee (Theory)	6000	30000
Development Fee	2000	10000
University Fee	As applicable	
Total Non- Refundable Fees (Excluding University Fees)	24357	121785
B- Refundable (Caution Money)*	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 2020-21**Headwise Fee for Undergraduate Courses**

B.A. Economics/ English Lit./ Psychology (Honours) with (Subsidiary) Fashion Designing
(Amount in Rs.)

Head of Fee	Indian Students(Amount)	NRI & Foreign Students/Payment Seats (Amount)
	Annual Fee	Annual Fee
A- Non Refundable Fee		
I - Academic Fee :		
Admission /Re-admission Fee	800	4000
Tuition Fee	7980	39900
Library Fee (Including Reading Room& Magazine)	3350	16750
Co-curricular and extra-curricular Fee	1600	8000
Student Welfare Fee	1182	5910
Personality Development Test Fee	500	2500
Laboratory Fee	2700	13500
II- Examination Fees:		
Examination Fee (Theory)	4500	22500
Examination Fee (Practical for Psychology Honours)#	2600	13000
Examination Fee (Practical)	1000	5000
Development Fee	2000	10000
University Fee	As applicable	
B- Refundable (Caution Money)*	2000	10000
Total Fee for Psychology Honours	29212	151060
Total Fee for Economics/English Lit.	27612	138060

Note:

#Examination Fee (Practical) only for Psychology Honours Students.

*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 for Ph.D. 2020-21

Headwise Fee for Ph.D. (Fee for Research Centre) Courses

(Amount in Rs.)

Head of Fee	AMOUNT	
	Arts/Commerce/ 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)	9450	9450
Library Fee (Including Reading Room & Magazine) (Rs.150/- per month)	1800	1800
Student Welfare Fee (One time)	1107	1107
Laboratory Fees (Rs.750/- per month)	-	9000
Development Fee (One time)	2000	2000
University Fees	As applicable	As applicable
Total Fee (Non-Refundable) (Excluding University Fee)	15157	24157
B- Refundable(Caution Money)*	2000	5000

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.

Hostel Fee Structure (2020-21)
(FOR BOYS & GIRLS)

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



NCC Foundation Stone Ceremony at IEHE

Medals Sponsored by the Institute/Faculty in Diverse Categories

Every year the Institute and its faculty members sponsor the following medals to the students

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 Hiralal Gupta Memorial Medal	B.Com. Honours (Management)
10.	Shri Chaturbhuj Garg Memorial Medal	B.Com. Honours (Accounts)
11.	Shri. Harishchandra Khare Memorial Medal	B.Sc.Honours (Biotechnology)
12.	Shri. Bhaskar Shankar Joshi Memorial Medal	B.Sc.Honours (Physics)
13.	Shri S.R. Marvah Memorial Medal	M.A. Economics
14.	Shri Shivramsingh Gautam Smriti Padak	M.A.English
15.	Late. Shri Gwaldas Agrawal Memorial Medal	M.Sc. Physics
16.	Shri Sanjay Saxena Smriti Padak	M.Sc. Chemistry
17.	Biotechnology Excellence Award	M.Sc. Biotechnology
	<i>Medals(Academics)</i>	Toppers
18.	Shri Raaz Dwivedi Medal	B.Sc. Honours (Mathematics)
19.	Dr. Anita Shinde Medal	B.Sc. Honours (Chemistry)
20.	Resham Diwivedi Medal	M.Sc. Mathematics
	<i>Memorial Medals/ Medal (Other achievements)</i>	Field of Excellence
21.	Late. Dr. Ram Sakha Gautam Memorial Medal	Highest Scorer of G.K./Current Affairs Test
22.	Shri Bhalchandra Athale Memorial Medal	Optimum use of the Library
23.	Smt. Sarju Devi Virayvargiya Memorial Medal	All Rounder (Girl)
24.	Shri Aniket Sharma Memorial Award	All Rounder(Boy)
25.	Smt. Revati Barman Memorial Medal	Best NSS Volunteer (Girl)
26.	Shri G.S. Rai Medal	Best NSS Volunteer (Boy)
27.	Smt. Vijaya Joshi Memorial Medal	Best Sportsperson (Boy)
28.	Smt. Swarajvati Saxena Memorial Medal	Best Sportsperson (Girl)
29.	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 वर्ष 2004, पुनः वर्ष 2011 तथा वर्ष 2016 में प्राप्त हुआ। विश्वविद्यालय अनुदान आयोग, नई दिल्ली द्वारा संस्थान को वर्ष 2007 में स्वायत्ता प्राप्त हुई। पुनः वर्ष 2014 में स्वयत्तता प्रदान करते हुए इसके स्तर में वर्ष 2019 तक की वृद्धि की गई। 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 24 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।

पाठ्यक्रमेत्तर पाठ एवं पाठ्येत्तर जीवन:

- कक्षा-अध्यापकों के नियमित व्याख्यानों, चर्चा-परिचर्चा के अलावा बाहर से आमंत्रित विषय-विशेषज्ञों के व्याख्यानों का अनवरत् 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 का लाभ हमारे छात्र उठा रहे हैं।

(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 'सहनाववतु, 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।



Blood Donation Camp at IEHE

FACULTY OF IEHE FAMILY: 2020-2021

Dr. S.S. Vijayvargiya, Director				
:: Regular Faculty ::				
SN	Name	Designation	Qualification	Specialization
Department of Biotechnology				
01	Dr. Suchitra Banerjee (HOD)	Professor	M.Sc., Ph.D.	Cytology & Cytogenetics
02	Dr. Ranjana Verma	Professor	M.Sc., Ph.D.	Cytogenetic & Plant Breeding
03	Dr. Ajay Kumar Bharadwaj	Professor	M.Sc., Ph.D.	Cytogenetic & Plant Breeding
Department of Chemistry				
04	Dr. Sarita Shrivastava (HOD)	Professor	M.Sc., Ph.D.	Organic Chemistry, Spectroscopy & Biochemistry
05	Dr. Anita Shinde	Professor	M.Sc., Ph.D.	Organic Chemistry
06	Dr. Jyoti Saxena	Professor	M.Sc., Ph.D.	Organic Chemistry
07	Dr. Dinesh Kumar Gupta	Professor	M.Sc., Ph.D.	Organic Chemistry
08	Dr. Anjali Acharya	Professor	M.Sc., Ph.D.	Physical Chemistry, Chemical Kinetics
09	Dr. Sandhya Trivedi	Professor	M.Sc., Ph.D.	Organic Chemistry
10	Dr. Pushpa M. Rawtani	Professor	M.Sc., Ph.D.	Inorganic Chemistry
11	Dr. Ram Krishna Shrivastava	Professor	M.Sc., Ph.D.	Inorganic Chemistry
Department of Commerce				
12	Dr. Ajay Kumar Mishra	Professor	M.Com., Ph.D.	Indian Economy
13	Dr. N.R. Das	Professor	M.Com., Ph.D.	Statistics & Population Econometrics
14	Dr. V.K. Shukla	Professor	M.Com., Ph.D.	Accounting
15	Dr. Mukesh Jain	Professor	M.Com., Ph.D.	Accounts, Rural Development, Financial Management
16	Dr. Preeti Mishra	Professor	M.Com., Ph.D.	Accounting
17	Dr. Mahendra Singhai	Professor	M.Com., Ph.D.	Accounting
18	Dr. Sharda Gangwar	Professor	M.Com., Ph.D.	Marketing Management
Department of Computer Science				
19	Dr. Ram Krishna Shrivastava	Professor	M.Sc., Ph.D.	Inorganic Chemistry
Department of English				
20	Dr. Gyan Singh Gautam (HOD)	Professor	M.A., Ph.D., D.Lit.	ELT and British Literature
21	Dr. Ashok Kumar Chaturvedi	Professor	M.A., Ph.D.	Indian English Literature
22	Dr. Seeme Mahmood	Asso. Professor	M.A., Ph.D.	Indian Writing in English
23	Dr. Jaya Sharma	Asso. Professor	M.A., Ph.D.	American Literature
24	Mrs. Neelam Dwivedi	Asst. Professor	M.A., M.Phil.	Indian Writing in English
25	Mrs. C. Anitha	Asst. Professor	M.A.	American Literature
Department of Economics				
26	Dr. H.B. Gupta (HOD)	Professor	M.A., Ph.D.	Micro Economics & Statistics
27	Dr. Anjali Jain	Professor	M.A., Ph.D.	Micro Economics, Research Methodology
28	Dr. Mahipal Singh Yadav	Professor	M.A., Ph.D.	Banking, Development Economics, Q.T.
29	Dr. Manish Sharma	Professor	M.A., Ph.D.	Mathematical Economics, Urban Economics & Tribal Economics
30	Dr. Kalpana Malik	Asso. Professor	M.A., Ph.D.	Macro Economics, Growth & Development
31	Mr. Govind Singh Rai	Asst. Professor	M.A.	International Economics
Department of Fashion Design				
32	Dr. Renu Jain (HOD)	Professor	M.Sc., Ph.D.	Clothing & Textiles
33	Dr. Smita Jain	Professor	M.Sc., Ph.D.	Clothing & Textiles

SN	Name	Designation	Qualification	Specialization
Department of Food Science & Quality Control				
34	Dr. Pankaja Shukla (HOD)	Professor	M.Sc., Ph.D.	Food & Nutrition
35	Dr. Usha Kahol	Professor	M.Sc., Ph.D.	Food & Nutrition
Department of Forensic Science				
36	Dr. Anjali Acharya (HOD)	Professor	M.Sc., Ph.D.	Physical Chemistry, Chemical Kinetics
Department of Geography				
37	Dr. Deepa Johri (HOD)	Professor	M.A., Ph.D.	Urban Geography
Department of Hindi				
38	Dr. Arti Shrivastava (HOD)	Asso. Professor	M.A., Ph.D.	Bhasha Vigyan
39	Dr. Arti Dubey	Asso. Professor	M.A., Ph.D., D.Lit.	Bhasha Vigyan
40	Dr. Sandhya Prasad	Professor	M.A., Ph.D.	Bhasha Vigyan
41	Dr. Anand Singh	Professor	M.A., Ph.D.	Bhasha Vigyan
Department of History				
42	Dr. Chanda Jain (HOD)	Professor	M.A., Ph.D.	Modern India
43	Dr. Ajay Prakash Khare	Professor	M.A., Ph.D.	Ancient History
Department of Mathematics				
44	Dr. Manoj Shukla (HOD)	Professor	M.Sc., Ph.D.	Topology – Abstract Algebra
45	Dr. Devendra Singh Solanki	Professor	M.Sc., Ph.D.	Integral Transformation
46	Dr. Amarjeet Singh Saluja	Professor	M.Sc., Ph.D.	Real Analysis
47	Dr. Swami Swaroop Shrivastav	Professor	M.Sc., Ph.D.	Generalized Hyper Geometric Functions
48	Dr. Makhan Singh Chouhan	Professor	M.Sc., Ph.D.	Functional Analysis
49	Dr. Sabhakant Dwivedi	Asso. Professor	M.Sc., Ph.D.	Functional Analysis
Department of Physics & Electronics				
50	Dr. Shirish Joshi (HOD)	Professor	M.Sc., Ph.D.	Nano Technology
51	Dr. Alok Kumar Rastogi	Professor	M.Sc., Ph.D.	Elect., Microwave Comm., Patch Antenna
52	Dr. Anuj Hundet	Professor	M.Sc., Ph.D.	Bio Based Power Sources, Math- Physics
53	Dr. Sunil Mishra	Professor	M.Sc., Ph.D.	Electronics
54	Dr. Benoy Kumar Sinha	Professor	M.Sc., Ph.D.	Nanoparticle Physics, Radio Physics & Elect.
55	Dr. Amit Kumar Jain	Asso. Professor	M.Sc., Ph.D.	Digital Electronics, Ionospheric
56	Dr. S.K. Jain	Asso. Professor	M.Sc., Ph.D.	Solid State Physics, Ionosphere & Seismic Perturbation
Department of Political Science				
57	Dr. Anita Deshpande (HOD)	Professor	M.A., Ph.D.	Indian Government & Politics
58	Dr. Indu Pandey	Professor	M.A., Ph.D.	International Politics
59	Dr. Sadhana Pandey	Asso. Professor	M.A., Ph.D.	Indian Government & Politics
Department of Psychology				
60	Dr. Anupam Shukla (HOD)	Professor	M.A., Ph.D.	Experimental Psychology
Department of Sociology				
61	Dr. Shailja Dubey (HOD)	Professor	M.A., Ph.D.	Social Problems & Criminology
62	Dr. Rajshree Shastri	Professor	M.A., Ph.D.	Women, Social Problem & Tribal Society
63	Dr. Indira Barman	Asso. Professor	M.A., Ph.D.	Tribal Sociology
Department of Library Science / Sports				
64	Dr. Pragya Gupta	Librarian	M.Lib., Ph.D.	User Studies (Information Need & Seeking Behaviour)
Department of Sports				
65	Dr. V.S. Rai	Sports Officer	M.P.Ed., MA, NIS, Ph.D.	Sports Training & Coaching

Performa for Medical Leave (ML)

(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.

Director

Convener Professor / Assistant Professor

Convener Committee/Department

राष्ट्रगान

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।

— श्री महेश श्रीवास्तव







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